

**FREEDOM OF INFORMATION  
AND  
PRIVACY ACTS**

**SUBJECT: CUSTODIAL DETENTION  
SECURITY INDEX**

**FILE NUMBER: 100-358086**

**SECTION : 1**



**FEDERAL BUREAU OF INVESTIGATION**

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## **NOTICE**

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Office Memorandum • UNITED

GOVERNMENT

TO :

DATE: March 5, 1942

FROM :

SUBJECT: IDENTIFICATION OF INDIVIDUALS  
CONSIDERED AS SECURITY RISKS

It is suggested that in view of the current international situation, and possible subsequent developments, that the Bureau, in so far as the Identification Division is concerned, endeavor to identify and place appropriate stop notices against the fingerprints of individuals who might be considered as security risks in the event of another World War.

It is believed that this could be accomplished if the Security Division would furnish to the Identification Division a list of individuals, together with as much descriptive data as is available, such as place of birth, physical description, and previous employment, in order that the Identification Division can search the criminal and non-criminal files in an effort to locate fingerprints of these individuals. After the prints are located, an appropriate stop notice could be placed against these prints and the Security Division advised of any subsequent fingerprint inquiry. It is deemed desirable to set this up at this time in as much as the military authorities, in all probability, will again demand that individuals in defense industries be fingerprinted. The creation of a "Security Risk file" at this time would insure that these individuals would be identified, and the Bureau would be better able to discharge responsibility for maintaining internal security.

It is further suggested that in the event the Bureau is preparing any type of security card for forwarding to the various Field Offices, that a photographic copy of at least one fingerprint of the individual be included as a means of immediate, positive identification.

If adopted, it is suggested that a communication be directed to all Field Offices pointing out the desirability of locating, and obtaining a set of fingerprints on individuals falling into this category. This could ordinarily be done in the routine course of investigation of checking previous employment, criminal records, etc.

X/

The Director...

March 20, 1948

Suggested Change in the  
Manual of Instructions.

There is attached hereto a memorandum setting forth a suggested change to be made in Section 44-G, paragraph 2, of the Manual of Instructions. This change is being suggested in view of the fact that the present plans on the part of the Attorney General do not call for any distinction to be made between natural born citizens and aliens, insofar as apprehending them in the event of outbreak of hostilities. This suggested change is being made in order that there will be no delay on the part of the Field in recommending the preparation of Security Index Cards on those individuals where a card should be prepared.

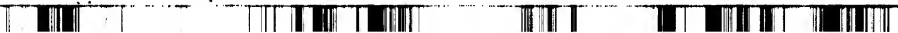


X/

44-G (2) RECOMMENDATIONS FOR PREPARATION OF SECURITY INDEX CARDS. In each instance in which the dangerousness or potential dangerousness of the individual is substantiated by the information known or developed by investigation, a letter must be directed to the Bureau on Form FD-122 recommending that a Security Index Card be prepared. Each such letter must state the name and aliases of the subject, his nationalistic or other tendency, his correct current residence and business addresses, and complete data relative to his citizenship status (including the date and place of his birth; the date, place, and vessel or other means of entry into the United States if he is an alien or a naturalized citizen). Such letter shall also furnish the date and place of birth of the subject's parents, the subject's spouse and the parents of the spouse, if such information has been obtained during the investigation. Such letters should be submitted even though complete data relative to the citizenship status of the subject is unknown, but such data should be obtained where it is possible to secure it without unnecessary delay. Obviously, it is not necessary to submit such letters in those instances in which Security Index Cards have already been prepared. At the time Form FD-122 is forwarded to the Bureau recommending the preparation of a Security Index Card, or prior thereto, the Division Office should submit a report to the Bureau incorporating all of the pertinent information concerning the subject that appears in their files. The purpose of this requirement is to enable the Bureau to furnish to the Division of Records of the Department of Justice copies of the reports.

-X/

ENCLOSURE /



X2  
Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director  
FROM : The Executives Conference  
SUBJECT: SECURITY INDEX CARDS

DATE: 3-22-48

The Executives Conference, consisting of Messrs.

March 22 considered a suggestion of Special Agent  
in connection with the present national emergency.

With reference to the Security Index Cards on Communists, Agent Anderson recommends that the Security Division furnish to the Identification Division the names and as much descriptive data as possible in order that the fingerprint card, if one is on file, can be located and an appropriate stop notice placed thereon. This would enable the Identification Division to notify the Security Division when fingerprints on such individuals are received in the future. In this way, the Bureau would be advised of not only arrest information but employment in Government or national defense industries.

Agent Anderson further suggests that a photographic copy of one fingerprint can be taken from the fingerprint card and sent by the Security Division to the field offices in order that positive identification will be available in the field if the time comes when there is a roundup of known Communists.

The Conference was of the opinion the suggestions entailed too great a personnel burden to be placed in effect, even though the suggestions contain considerable merit.

Respectfully,  
For the Conference

*Just how much  
time would it take  
to carry out the  
first suggestion?  
H.*

X3

## Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: 3-22-48

FROM :

SUBJECT: SECURITY INDEX CARDS

Reference is made to Executives Conference memorandum dated March 21, 1948 concerning a suggestion that the Security Division furnish to the Identification Division the name and descriptive data necessary in order that a fingerprint card, if on file, can be located and a stop notice placed thereon which would enable the Identification Division to notify the Security Division as to information received concerning Communists listed on the Security Index cards. The Director inquired how much time it would take to carry out the suggestion.

The Executives Conference was advised by Mr. / that it would take a maximum of twenty employees ten days' time in the Identification Division to handle the searching of the 3,700 Security Index cards. It would not take the time of any employees in the Security Division, inasmuch as the Security Division's Security Index card could be used as the basis of the search to locate the fingerprint card.

Messrs. / were of the opinion that the amount of time it would take to handle this suggestion was more than the anticipated results would warrant. Messrs. / were of the opinion that if a person listed on the Security Index cards secured a job at Oak Ridge, Tennessee, for example, this information which would be disclosed on a search of the Loyalty fingerprint card would be of definite value to the Security Division in the event the emergency becomes graver.

SJT:smm

*Our investigation would develop this information J.P.M.*

RECORDED  
&  
INDEXED

*In view of the...*

X4

March 29, 1948

SAC, St. Louis

Director, FBI

SUBJECTS OF INACTIVE SECURITY INDEX CARDS  
SECURITY MATTER - C

Attached hereto are two copies of a list of names of individuals who were inducted into the Army and who it is believed have been discharged from the Army at this time. With each name there is set forth the individual's Army Serial Number or the date he entered the service, or his birth place and birth date, wherever this information is available.

You are requested to take this list immediately and have it checked through the records of the Adjutant General's Office in order to determine the date each one of the individuals was discharged, if he has been discharged, together with his address at the time he was discharged.

You are directed to afford this matter your attention immediately and submit the results of your inquiries to the Bureau in order that this information may be forwarded to the attention of the appropriate field office and in order for the Bureau to be in a position to make the Security Index as current as possible.

Enclosure

*W. J. Jones - General*

X 5

SAC, St. Louis

April 9, 1948

Director, FBI

INACTIVE SECURITY INDEX CARD SUBJECTS  
SECURITY MATTER - C

For your information there is attached herewith a photostatic copy of a list of individuals who have been inducted into the United States Army at some time in the past. The Bureau is of the opinion that most of these individuals have been discharged. The information contained in the attached sheets consists of the person's Army serial number, where known, the date and place of birth, where known, and in the absence of the Army serial number the date and place of enlistment is given if available.

You are requested to take this list immediately to the Adjutant General's Office in St. Louis and ascertain the date these individuals were discharged together with their address when discharged. In the event the Army serial number is not set forth in the attached list, you are requested to obtain this information if possible. This should be given your attention immediately and the results of the inquiries brought to the Bureau's attention thereafter.

x6

SAC, St. Louis

May 4, 1948

Director, FBI

*Security Index - General*  
INACTIVE SECURITY INDEX CARD SUBJECTS  
SECURITY MATTER - C

Reference is made to the Bureau's memorandum to you of April 9, 1948. The Bureau desires that you afford this matter expeditious attention.

STANDARD FORM NO. 64

*Office Memorandum* • UNITED STATES GOVERNMENT

TO :

DATE: May 25, 1948

FROM :

SUBJECT: SECURITY INDEX CARDS

Reference is made to the memorandum from \_\_\_\_\_ to \_\_\_\_\_ dated March 29, 1948, concerning the above, upon which the Director noted his approval of the project whereby the Identification Division would search the names of all of the Security Index Card subjects through its files in an effort to identify those with a criminal record.

For your information, all of the Security Index Cards have been photostated at this time and the photostatic copies will be transmitted to the Identification Division in order that they may be searched through the files of the Identification Division. As new Security Index Cards are prepared, copies of them will be made and forwarded to the Identification Division for searching.

X7

*bottom*

ADMINISTRATIVE: 6-8-48, ipc. The Identification Division has received the Secret Service Index Cards and the procedure has been set up for the handling of such cards and the placing of appropriate notations in order that the Secret Service Division obtain transcripts of the records presently existing in the Identification Division and also transcripts and subsequent information received from Police Departments and other authorized contributors. *W.B.*

*100-1143010*





X8

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: June 18, 1948

FROM : SAC, St. Louis

SUBJECT: SUBJECTS OF INACTIVE SECURITY INDEX CARDS  
SECURITY MATTER - C

Reurlet to St. Louis dated March 29, 1948.

The following names of individuals which appeared on the list of names submitted with the referenced letter were searched through the Demobilized Personnel Records Branch, World War II Unit, Adjutant General's Office, St. Louis, Missouri without success:

STANDARD FORM NO. 64

## Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: June 19, 1948

FROM :

SUBJECT: SECURITY INDEX CARDS

Some years ago when we first instituted the practice of maintaining Custodial Detention cards, the practice followed at that time was to make short resumes of each report and place it on a 5 X 8 card. As new reports were submitted, resumes were made of them, which resumes were added to the same card. As a result of this practice we now have in the Security Index, Security Index cards on individuals where there are as high as 12 or 15 5 X 8 cards which contain this information.

*GENERAL*  
The practice now in maintaining the Security Index is to use one single card which contains the individual's name and aliases, his birth date, birth place, business and residence address, nationalist tendencies, and Bureau file number, together with information concerning the individual's status as a key figure or top functionary.

I believe that in order for the Security Index to be uniform, we should destroy the old cards containing the resumes which were prepared years ago. I do not feel that these resumes serve any useful purpose since the information appearing on them is largely out of date and in many cases has not been verified.

ACTION:

In the event you approve, I will arrange to have the clerks remove the extra 5 X 8 cards and prepare new Security Index cards in accordance with the practice we are following now. In that manner the Security Index will be entirely uniform.

TO :  
FROM :

SUBJECT: INVESTIGATION OF COMMUNISTS

X10  
6-25-48

Now that it can be expected that at an early date there will be less investigative work involved in connection with the Loyalty Program, I would like to suggest that our coverage of individual Communists be increased as soon as personnel will permit. By this I do not mean to suggest that we adopt a shotgun method and go all-out investigating all Communists at this time, but since we are now concentrating on key figures and those identified as potentially dangerous, this program as now followed I think is good and should be continued. As personnel becomes available, this group might be increased to take those in the next highest echelon until basic data can be obtained concerning them, their identification, evidence as to their Communist affiliation obtained and similar data. When that echelon has been covered, and depending upon the availability of personnel, the next lowest group in strategic importance might be covered and a dossier, progressive memorandum or security card prepared on each of those found to meet the specifications for such a dossier. These investigations, I believe, would and should be specific, limited to the essential elements of fact being sought, and the increase in coverage gradual and consistent with available personnel, both in the field and at the Seat of Government.

HHC:like

RECEIVED BY  
[Signature]

In connection with the above suggestion, attention is directed to SAC Letter #57, dated April 10, 1948, which SAC letter instructs that the field consider investigations for priority arrest purposes, administrative heads of the Party, such as top functionaries and key figures and such other individuals as, in the judgment of the respective SACs, are fully dangerous to warrant their being afforded priority consideration and the SAC letter further sets out that in conducting necessary investigations, the field should bear in mind the desirability of giving preferred attention to those individuals who appear to be the most dangerous.

RECORDED - 61  
INDEXED - 61

It would appear, therefore, that the above instructions are already outstanding in the field, although no investigation has been conducted in the recent months due to the priority attached to the Loyalty Program, the Voice of America, etc. I believe that it is premature at this time to send an SAC letter inasmuch as the loyalty reports are not coming in as promptly as had been expected and there are over two thousand investigations pending in the field. At such time as the Loyalty Program nears completion arrangements will be made to send out an SAC letter instructing them again to concentrate on Communist investigations in line with the above referred to SAC letter.

*We should try to get the miscellaneous DML side out of the way so we can head down on subversives.*

X 11

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, Saint Louis  
SUBJECT: INACTIVE SECURITY INDEX CARD SUBJECTS  
SECURITY MATTER - C

DATE: 7-19-48

Rebulet to St. Louis, dated 4-9-48.

The names appearing in the attachment to the referenced letter were searched through the files of the Demobilized Personnel Records Branch, World War II Unit, Department of the Army, St. Louis, Missouri, and no record could be found on the following individuals:

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: September 2, 1948.

FROM :

SUBJECT:

GENERAL  
SECURITY INDEX LIST

SECURITY INVESTIGATIONS OF INDIVIDUALS

Mr. [redacted] of the Criminal Division called at my office on the afternoon of September 2 and stated that he would like to suggest that a representative of the Department and a Bureau representative if desired go over the lists of security index subjects who were being considered for apprehension in the event of an emergency. He stated that he thought the Department should know who was on the list.

I advised him that of course the Bureau's representative had already gone over the list and that copies of the report had been furnished to the Department in connection with all such investigation. He stated that the Department did not know who was on the list and was not able to call the right files for review in the Department.

I advised [redacted] that I would check with you to determine whether a copy of the list could be made available.

RECOMMENDATION

I see no way that we can object to furnishing copies of this list to the Department, but I see no need for a Bureau representative to assist the Department, as far as reviewing the files. If you approve, arrangements will be made to have a copy of the list made up for transmittal to the Department.

ENCLOSURE  
DML:ada

Yes & promptly  
St. J. Campbell  
10-11-48  
3-11-48

358086  
FBI  
5 OCT 28 1948

Assistant Attorney General  
Criminal Division

October 11, 1948

Director, FBI

PERSONAL AND CONFIDENTIAL  
BY SPECIAL DELIVERY

SECURITY INDEX LIST

Reference is made to your conversation with Assistant Director on September 2, 1948, at which time you stated that you would like to know the identities of the Security Index subjects who are being considered for apprehension in the event of an emergency.

Attached hereto is an original and one copy of the names of the Security Index subjects being maintained by this Bureau. It is compiled alphabetically by Field Divisions.

As our investigations continue, there are likely to be a considerable number of changes in the above list. For example, when investigation reflects that a subject is no longer a threat to the internal security, his name will be removed. Other names will undoubtedly be added as investigations into Communist activities continue. Supplemental lists will be furnished to you periodically reflecting the changes in this list.

All pertinent reports concerning subjects appearing on the attached list have previously been furnished to the Division of Records.

In view of the confidential character of the attached material it is requested that it be afforded complete security.

2

Assistant Attorney General  
Criminal Division

November 15, 1948

Director, FBI

PERSONAL AND CONFIDENTIAL  
EX-100 CIVIL RIGHTS UNIT

SECURITY INDEX LIST

CONFIDENTIAL

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:

*Office Memorandum* • UNITED STATES GOVERNMENT

TO :

DATE: October 1, 1948

FROM :

SUBJECT: SECURITY INDEX LIST  
- GENERAL

The Department has recently requested the Bureau to furnish a list of individuals for whom security index cards have been issued. According to the advice received from the Department, the purpose of this is to permit them to review their files.

It will be noted that security index cards have been issued for many persons who are subjects of Espionage - R cases. In many of these cases reports have not been furnished to the Division of Records. It would therefore appear that if we advised the Department concerning the identities of all persons for whom security index cards have been issued, we will subsequently receive from the Department a request to be furnished with copies of reports in cases where it would not be advisable to furnish these reports.

ACTION:

It is recommended that this memorandum be referred to the Supervisors in the Espionage Section and that they advise the identities of subjects in cases handled by them for whom security index cards have been issued but no reports have been furnished to the Department. It is proposed that these names will be deleted from the security index list which will be submitted to the Department by the Internal Security Section.

WAB:aop

ADDENDUM: 10/20/48. After canvassing all of the supervisors in the Espionage Section, the following names were furnished to Supervisor [redacted] representing persons for whom security index cards had been issued but investigative reports never furnished to the Division of Records. These names will be deleted from the security index list which is furnished to the Department.



Assistant Attorney General  
Criminal Division

November 9, 1948

Director, FBI

PERSONAL AND CONFIDENTIAL  
BY SPECIAL DELIVERY

SECURITY INDEX LIST

RECORDED - 51

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:

4  
Changed to 31-1

SAC, Newark

November 17, 1948

Director, FBI

~~COMMUNIST PARTY, USA~~  
~~INTERNAL SECURITY - C~~  
~~SECURITY INDEX~~

~~SECURITY INVESTIGATIONS OF INDIVIDUALS~~

From the tone of recent letters from your office advising that a review of your files has failed to reflect Communist activity on the part of various subjects regarding whom Security Index Cards previously had been recommended, it appears that their presence in your field division is not being verified.

This, of course, should be done in each case. A subject's removal to another field division could be the reason why your informants have provided no recent information regarding him.

5

Assistant Attorney General  
Criminal Division

November 23, 1948

Director, FBI

PERSONAL AND CONFIDENTIAL  
BY SPECIAL DELIVERY

SECURITY INDEX LIST

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:



6 Changed to 26-1

STANDARD FORM NO. 64

Office Memorandum

• UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: November 30, 1948

FROM :

SUBJECT:

On Monday, November 29, 1948, together with Inspector [redacted], I had a conference with SAC [redacted] of the Los Angeles Office, who was in Washington in connection with In-Service Training. I discussed with him the pending Communist cases in the Los Angeles Office and the priority which should be afforded to such cases.

The Los Angeles Office advised the Bureau by letter dated November 5, 1948, that they had opened 1800 cases on individuals who were potential Security Index subjects. In addition, the Bureau, in an effort to bring the Security Index up to date, has addressed to the Los Angeles Office 1574 letters requesting up-to-date information on the Security Index subjects of the Los Angeles Office. The November 5 letter from the Los Angeles Office indicated that they intended to give preference to the 1800 cases opened by them as opposed to the request of the Bureau covering 1574 investigations.

It was pointed out to Mr. [redacted] that it was more necessary that the 1574 inquiries of the Bureau be given preferential treatment except for those cases among the 1800 which the Los Angeles Office knew should receive priority. It was explained to SAC [redacted] that the Bureau had already furnished to the Department a complete list of all current Security Index subjects and the Bureau's requests were designed to make certain that the list presently in the possession of the Department was accurate and up to date so that in the event of sudden emergency, proper action could be taken. It was apparent that action should be taken on the present list as opposed to any potential list.

SAC [redacted] advised that he had not received, prior to his departure for In-Service Training, the Bureau letter of November 22, 1948, which outlined the Bureau's position and he would give full effect to the Bureau's instructions.

Assistant Attorney General  
Criminal Division

November 29, 1948

Director, FBI

PERSONAL AND CONFIDENTIAL  
BY SPECIAL MESSENGER

SECURITY INDEX LIST

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:

Assistant Attorney General  
Criminal Division.

8  
December 6, 1948

Director, FBI

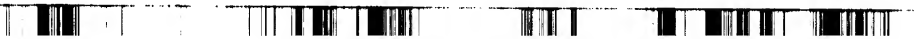
TP  
C  
SECURITY INDEX LIST

PERSONAL AND CONFIDENTIAL  
BY SPECIAL INQUIRY

GENERAL

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:



9

Assistant Attorney General  
Criminal Division  
Director, FBI

December 13, 1948

SECURITY INDEX LIST

PERSONAL AND CONFIDENTIAL  
BY SPECIAL AGENT

GENERAL

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:



10

Assistant Attorney General  
Criminal Division

December 21, 1948

Director, FBI

○ SECURITY INDEX LIST

PERSONAL AND CONFIDENTIAL  
BY SPECIAL INSTRUCTION

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:





10X

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 12/27/48

FROM : *H*, SAC, WASHINGTON FIELD

SUBJECT: SUBJECTS OF INACTIVE SECURITY INDEX CARDS

SECURITY MATTER - C

SECURITY MATTER - C

10X

Reference is made to St. Louis letter to Bureau dated June 18, 1948 setting forth a list of subjects of inactive security index cards with the request that this office attempt to locate service records on these names, at the Adjutant General's Office in Washington, D.C.



Assistant Attorney General |  
Criminal Division

January 3, 1949

Director, FBI

SECURITY INDEX LIST

PERSONAL AND CONFIDENTIAL  
BY SPECIAL DELIVERY

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:

STANDARD FORM NO. 64

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: January 3, 1949

FROM : SAC  
WASHINGTON FIELDSUBJECT: SUBJECT OF INACTIVE SECURITY INDEX CARDS  
SECURITY MATTER - C

Reference is made to letter from New York to the Bureau dated September 14, 1948, and Bureau letter to New York dated August 2, 1948.

The following names as set forth in referenced letter from New York have been searched through the Naval enlisted files and the Naval Officer files of the Bureau of Naval Personnel, Navy Department, Naval Annex, Arlington, Virginia, with negative results:

Investigation continues concerning this case in the Washington Field Office as indicated in St. Louis letters to the Bureau dated June 18, 1948, and July 19, 1948.

12

Assistant Attorney General L  
Criminal Division

January 10, 1949

Director, FBI

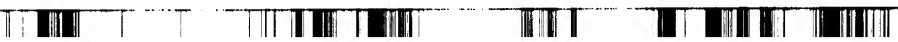
PERSONAL AND CONFIDENTIAL  
BY SPECIAL MESSENGER

SECURITY INDEX LIST

- GENERAL -

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who are being considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you:



TO :

DALL. January 13, 1949

FROM :

SUBJECT: MANUAL REVISION

Reference is made to the revised Security Investigations section of the Manual, a copy of which is attached.

0 With respect to item (e), page 34, entitled "Movement of Security Index Subjects Between Field Offices", it should be noted that in the middle of the first paragraph instructions are set out to the effect that after a subject who is carried in the Security Index has moved to another field division and the new office of origin has been appropriately advised, then the Security Index card formerly maintained in the previous office of origin shall be destroyed. This is contrary to previous Manual instructions as in the past the Security Index card was to be placed in the subject's case file.

This change was made as there does not appear to be any necessity for keeping the old Security Index card as the new office of origin must prepare one as soon as the subject arrives in that territory.

With regard to item 4, paragraph 2, on page 35, it will be noted that instructions now state that the Security Index cards for subjects that have been inducted into the Armed Forces of the United States shall be placed in a separate Security Index file; that a six months' tickler must be set up for each subject in this file and at the termination of every six months' period, appropriate inquiry should be made to determine if the subject has been discharged from military service. Upon receipt of information reflecting the discharge of a subject, the field office is instructed to advise the Bureau and to make recommendation as to whether or not the Security Index card should be reactivated.

As you will recall, previous Manual instructions were to the effect that the Security Index card be filed in the subject's case file after the subject had entered the Armed Forces. The military services had been requested to advise us when subjects in whom we are interested were discharged from the Armed Forces. It was the intention at that time to determine whether or not the Security Index card should be reactivated. This procedure did not prove satisfactory as the military services failed to advise us of the discharge of some subjects until long after the war was over. For this reason, it was felt that a more satisfactory procedure must be followed in order to keep advised of the activities and potential dangerousness of such subjects.

With regard to item (c), p. 26, relative to key figure subjects, you will note that instructions are set forth to the effect that at the end of six months, a report shall be submitted reflecting the subject's activity since the last report.

You will recall that previous instructions were to the effect that key figure subjects should be placed on six months' tickler, on which time the field supervisory official should review the file to see that current information was being properly channeled to the file and that necessary coverage was effected. They were not requested to submit an investigative report. This same procedure is now to be followed with the exception that a report must be submitted.

ACTION:

It is recommended that the above changes in policy which are the only changes of policy in this section be authorized.

12X1

# Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: February 1, 1949

FROM : THE EXECUTIVE CONFERENCE

SUBJECT: SUGGESTED CHANGES IN REVISED SECTION OF  
MANUAL OF INSTRUCTIONS RELATING TO SECURITY INVESTIGATIONS

*Security Index Manual*  
At the Executive Conference of January 10, 1949, attended by  
Messrs.

, certain suggested changes in the revised section of the Manual of Instructions relating to security investigations were brought up for discussion. The matter was further discussed at the Executive Conference on February 1, 1949, attended by the same people with the exception that Mr. [redacted] was present in place of Mr. [redacted] and Mr. [redacted] was present in place of Mr. [redacted].

The current instructions require that when a security index subject moves to an area covered by another field office of the Bureau, that the security index card formerly maintained by the field office where the subject resided should be placed in the subject's case file. The new office of origin under current instructions will, of course, prepare a new security index card reflecting the latest current address of the subject. The proposed change is to the effect that the security index card maintained at the old office of origin shall be forwarded to the new office of origin where the latest current address of the subject will be added.

Previous Manual instructions were to the effect that when a security index subject entered the Armed Services his security index card should be filed in his case file and the Military Services were to be requested to advise when the subject was discharged from the Armed Forces. This procedure did not prove satisfactory because the Bureau did not receive notice from the Military Services as to the discharge of the subject within a reasonable period of time. It was therefore suggested that the instructions be changed to reflect that the security index cards for subjects inducted into the Armed Forces should be placed in a separate security index file, that a six months tickler be set up for each subject in this file and that at the termination of each six months inquiry should be made to determine if the subject had returned to civilian status and thus within the investigative jurisdiction of the Bureau. The Conference was of the unanimous opinion that the suggested change would be proper and desirable.

Current instructions require that key figure subjects be handled on a six months tickler basis, at which time the field supervisory official shall review the file to see that current information being received by the office is properly channeled into the file and that proper coverage of the key figure subject is being effected. No other action is presently required. The suggested change outlined in the proposed Security Investigations section of the Manual provides that in addition the field shall submit a report which will cover the subject's activity since the submission of the last report. This requires an expenditure of manpower in the preparation of the report but it serves to increase the supervision of Communist matters at the Seat of Government and also insures to

the Bureau that proper care was being maintained of the leading figures in the district. The Conference was of the unanimous opinion that it would be proper and desirable to require that with reference to key figures, which will include the top functionary group, that a report be submitted by the various field offices on a six months basis.

If you approve the changes indicated will be included in the new revised section of the Manual of Instructions.

Respectfully,  
For the Conference

OK  
H.





12X2

STANDARD FORM NO. 64

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: January 27, 1949

FROM : SAC, SPRINGFIELD

SUBJECT: COMMUNIST PARTY, USA  
DISTRICT 8, SPRINGFIELD DIVISION  
INTERNAL SECURITY - C

In connection with the maintenance of CI cards authorized by SAC Letter No. 57, Series 1948, dated April 10, 1948, it is suggested that the Bureau give consideration to authorizing the physical exchange of the CI card from one Field Division to another when the change of address has been verified by the new Office of origin.

This will facilitate the administrative supervision of the case in the new Field Division and will eliminate the time lag required in reviewing the entire matter by the Agent to whom the case is assigned and his preparation of a new CI card since it will only be necessary to change the card to reflect the new address.

## Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: February 4, 1949

FROM :

SUBJECT: COMMUNIST INDEX CARDS  
SECURITY MATTER - C*Security Index - Bureau*

Attached is a letter from the Springfield Division dated January 27, 1949, in which it is suggested that the Bureau give consideration to authorizing the physical exchange of Communist Index cards (as distinguished from the Security Index) from one field division to another when the change of address has been verified by the new office of origin. It was indicated that this would facilitate the administrative supervision of the case in the new field division and eliminate the time lag required in reviewing the entire matter by the Agent to whom the case is assigned, as well as eliminating the preparation of a new Communist Index card since it would only be necessary to add the new address.

The new Manual contains a provision which has been approved in connection with Security Index cards to the effect that when a subject moves from one division to another, his Security Index card will be transferred to the division covering the territory to which he has moved.

SAC Letter #57, series 1948, dated April 10, 1948, contained the initial instructions to the field for the creation of Communist Index cards on individual members of the Communist Party as well as Communist splinter groups. That letter also indicated the procedure to be followed in setting up such Communist Index cards. At the present time each field division makes a new Communist Index card upon arrival in its district of a person who should be carried on such Index.

RECOMMENDATION:

Inasmuch as the new Manual revision instructs the field to transfer the Security Index cards upon the transfer of a subject from one division to another, it is believed as suggested in the Springfield letter of reference that a similar procedure should be adopted for the handling of Communist Index cards as it would promote a uniformity of method and a saving of time and expense.



STANDARD FORM NO. 64

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: February 10, 1949

FROM : The Executive Conference

SUBJECT: ~~COMMUNIST INDEX CARDS;~~  
~~SECURITY INDEX CARDS~~  
SECURITY MATTER - C*Security Index General*At the Executive Conference on February 8, 1949, attended by  
Messrs.

, it was pointed out that in connection with security matters two types of indices are maintained by Bureau offices - one known as the Security Index and the other known as the Communist Index. The Security Index covers those subjects who will be considered for detention in the event of emergency. The Communist Index covers all persons who have come to the attention of any field office as being reported or known Communists.

It was recently approved that when one of the Security Index subjects changes residence from one field office to another, that the Security Index Card should be forwarded to the new office of origin. This procedure suggests that at the same time the Communist Index Card also be forwarded because it will not be necessary to type up a new card in the new office of origin, but the new address will simply have to be added to the card.

The Conference unanimously recommended that the Communist Index Card be forwarded to the new office of origin in the same manner as the Security Index Card.

If you approve, the suggested change will be included in the revised section of the Manual of Instructions relating to security investigations.

Respectfully,  
For the Conference

OK  
H

## OFFICE MEMORANDUM - UNITED STATES GOVERNMENT

TO :

DATE: February 16, 1949

FROM :

SUBJECT: MANUAL REVISION

Reference is made to the revised Security Investigations Section of the Manual and particularly to page 26.

It is recommended that Item 5 on this page be changed to a paragraph entitled Communist Index and that accordingly each subsequent item be moved up one number; that is, the present Item 5 on this page will be Item 6, the present Item 6 will be Item 7, etc.

The insert was suggested by the attached letter from the Springfield Office dated January 27, 1949, recommending the physical exchange of Communist Index cards from one field division to another when it has been determined that the subject of one of the Communist Index has moved to an area covered by another field division.

The transfer of such cards was approved by the Executive Conference which met on February 9, 1949, as may be indicated by the attached memorandum by Mr. [redacted] dated February 10, 1949.

The new instructions to be included in the Manual revision are as follows:

(Item 5) Communist Index

A Communist Index (as distinguished from the Security Index) shall be prepared by each field division. This index will contain information on all known members of the Communist Party, Socialist Workers Party, the Workers Party and Communist affiliate groups. Individuals affiliated with front groups only shall not be included in this index.

The following information shall appear on the index cards if available:

- a. Name
- b. File number
- c. Position in the Party
- d. Place of residence
- e. Place of employment
- f. Citizenship
- g. Source and date information was received. (This is, of course, for evaluation purposes.)

- h. A general statement to be included, if necessary, by the reviewing Agent which will assist for evaluation purposes in determining whether the Communist in question is potentially or actually dangerous.

When it has been determined that an individual included in the Communist Index has moved to an area within another field division, the Communist Index card shall be transmitted to the interested office where it shall be appropriately revised and filed in their Communist Index.

12X5

STANDARD FORM NO. 64

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: March 8, 1948

FROM : SAC, Washington Field Office

SUBJECT: MEMBERS OF INACTIVE SECURITY INDEX CARDS,  
DEFINITE NUMBER - C

Reference is made to letter from St. Louis to the Bureau dated June 17, 1948 setting forth a list of subjects of inactive security index cards with a request that this office attempt to locate service records for these names at the Adjutant General's Office at Washington, D. C.

This is to advise that the enlisted and officers files of the Department of the Army and the enlisted and officers files of the Department of the Air Force, both Office of National Defense, Pentagon, Arlington, Virginia, were searched under the following listed names, the results of which are set forth below each name:

Reference is further made to letter from St. Louis to the Bureau dated July 19, 1948, also setting forth a list of subjects of inactive security index cards with a request that this office attempt to locate service records for these names at the Adjutant General's Office, Washington, D. C.

The enlisted and officers files of the Department of the Army and the enlisted and officers files of the Department of the Air Force, both Office of National Defense, the Pentagon, Arlington, Virginia, were searched under the following listed names, the results of which are set forth below each name:

13  
PERSONAL AND CONFIDENTIAL

Assistant Attorney General/  
Criminal Division

March 22, 1949

Director, FBI

SECURITY INDEX LIST

1 - GENERAL

Reference is made to the memorandum from this Bureau dated October 11, 1948 at which time you were furnished with a list of the Security Index subjects who would be considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you.

14

Assistant Attorney General  
Criminal Division

March 30, 1949

PERSONAL AND CONFIDENTIAL  
BY SPECIAL MESSENGER

Director, FBI

SECURITY INDEX LIST

GENERAL

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who would be considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you.



Assistant Attorney General  
Criminal Division

April 12, 1949

Director, FBI

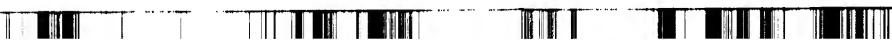
PERSONAL AND CONFIDENTIAL  
BY SPECIAL AGENT

SECURITY INDEX LIST

GENERAL

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who would be considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you.



16

Assistant Attorney General  
Criminal Division

April 19, 1949

Director, FBI

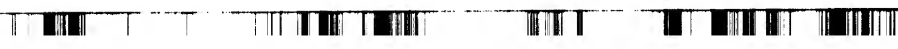
PERSONAL AND CONFIDENTIAL  
BY SPECIAL MESSENGER

SECURITY INDEX LIST

(-GENERAL)

Reference is made to the memorandum from this Bureau dated October 11, 1948, at which time you were furnished with a list of the Security Index subjects who would be considered for apprehension in the event of an emergency.

The following is a list of additional Security Index subjects to be added to the original list furnished to you.



16X

# Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director

DATE: April 21, 1949

FROM :

SUBJECT: \ CRIMINAL RECORDS OF SECURITY INDEX CARD SUBJECTS  
SECURITY MATTER - C

PURPOSE:

To inform you concerning the present status of a project instituted to locate the criminal records of individuals presently on the security index and to recommend that it be discontinued since the same objective may be achieved by having the various Division Offices request the Bureau to furnish the criminal records where it is believed that the subject may have such.

BACKGROUND:

At the present time the Identification Division is engaged in a project wherein an attempt is being made to secure the Criminal records of persons on the Security Index. This is being done as a result of a suggestion made by Special Agent on March 9, 1948, wherein he pointed out that a check should be made to locate a criminal record for individuals in the Security Index and steps placed in the Identification Division so that the Security Investigative Division would be apprised of any future arrest of the person.

The Executives Conference disapproved the suggestion on March 22, 1948, because it was felt that the volume of work required to complete the project was too great, even though the suggestion had merit. You noted on the Executives' Conference Memo "Just how much time would it take to carry out the first suggestion" ( ). On March 29, 1948, Mr. wrote a memorandum to Mr. wherein it was pointed out that it would take a maximum of twenty employees ten days to handle the searching in the Identification Division in so far as the Security Index Cards then on file were concerned. The majority of the Executives' Conference was of the same opinion that the good to be obtained was outweighed by the work to be done but the minority felt that if a person was listed on the Security Index then it would be of interest to the Security Investigative Division to know if he were given a job in such places as Oak Ridge, Tennessee. You noted on this "I share the view of the minority." ( )

As a result photostatic copies of all the Security Index cards then on file were sent to the Identification Division and copies of all of those that have been prepared since have been forwarded to that Division.

At the present time 10,424 names have been submitted to the Identification Division. They advised that of these 2,637 have been completed and returned to the Security Investigative Division. This includes 1,209 which they have been unable to identify, 18 positive identifications, and 1,330 tentatively identified. In addition, 5,462 have been searched completely by name and 20 additional have been re-searched by the Technical Section.

16X

The Director

4-21-49

The Identification Division advises that the estimated time to complete is indefinite and dependent on the number of personnel made available to this project.

It is respectfully submitted that the time it will take to complete the job here at the Bureau is out of proportion to the good to be obtained, particularly in light of the fact that present instructions provide for the various Division offices to secure the available criminal records during the course of their investigation of security matter subjects.

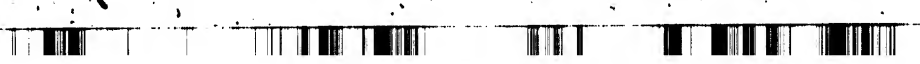
RECOMMENDATION:

In the event you approve, it is suggested that the Identification Division discontinue the project at once. It is further suggested that the Division offices be reminded of the current instructions (Manual of Instructions 44-E I 9) regarding the securing of a criminal record and be instructed that where they have not secured a criminal record on a subject that they be alert for such. They should also be told that where it appears that the subject of a security matter case may have a criminal record and they do not have it that they should address the appropriate form letter to the Bureau requesting the same.

ACTION:

If you approve the above recommendation there is attached a letter to all SACS instructing them in the premises.

2  
- 2 -



16x1

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: April 25, 1949

FROM : THE EXECUTIVE CONFERENCE

SUBJECT: CRIMINAL RECORDS OF SECURITY INDEX CARD SUBJECTS  
SECURITY MATTER - C

At the Executive Conference on April 22, 1949, attended by Messrs.

, the project of checking the Identification Division for the criminal records of Security Index card subjects was discussed. This project was initiated on March 29, 1948, after it had been the subject of an Executive Conference discussion. At that time, photostatic copies of all Security Index cards were sent to the Identification Division and subsequent to that time copies of all Security Index cards prepared since that date have been forwarded to the Identification Division.

At the present time, 10,424 names have been submitted. The Identification Division has completed 2,637, of which 18 were positive identifications and 1,330 tentative identifications. An additional 5,462 have been searched by name and there have been 20 researched by the Technical Section.

In view of the results obtained to date, it was recommended that the project be discontinued immediately and that the field offices be instructed that during the course of their investigations they shall, when proper, request a check of the Identification Division as information becomes available reflecting the possible existence of an identification record. The conference unanimously approved the recommendation.

There is attached for your approval a letter to all Special Agents in Charge.

Respectfully,  
For the Conference

45.  
8

## Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: May 3, 1949

FROM :

SUBJECT:

SECURITY INDEX - *General*  
 INTERNAL SECURITY SECTION  
 SECURITY INVESTIGATION DIVISION

PURPOSE:

To recommend that a set of IBM punch cards be made up of the present Security Index.

REASON:

We have previously had to furnish to the Department a listing of the Security Index by field divisions. At the present time we must furnish the Department another listing of the Security Index in alphabetical order. In addition, we must weekly advise the Department of any additions to or deletions from the Security Index. To prepare an over-all list for the Department requires the expenditure of 20 to 30 man days and, of course, an additional expenditure in keeping the Department advised of any additions and deletions.

NATURE OF PUNCH CARD:

It is desired that there be punched on this IBM card the following information:

- 10 Full Name (aliases are not to be punched)
- 6 Date of Birth (month, day and year)
- ✓ Country of birth (a code is to be used) X
- 2 Citizenship Status (this will be abbreviated showing whether native born, naturalized or alien)
- 2 Nationalistic Tendency (this is to be abbreviated showing whether Communist, Japanese, German, et cetera)
- 2 Dangerousness Classification (this is to be abbreviated showing whether Comsab, Detcom or other classification)
- Bureau File Number X
- 4 Office of Origin (this is to be abbreviated)
- Sex (this is to be abbreviated) X
- Punch Card Serial Number (this is necessary in the IBM operation)

No more punch card space should be used in recording this information than necessary as it may be desirable to add other information in the future such as race or type of strategic industry in which employed, such as communications, transportation, mining, Federal Government, power, et cetera. However, abbreviations used must necessarily be understandable to facilitate the use of any listing required.

5-2-49

IMMEDIATE VALUE TO BE DERIVED:

Having such cards on the IB equipment will enable us to furnish the Department daily, weekly or monthly a complete list, alphabetical or alphabetical by field divisions, in a couple of hours since it will be done mechanically. At the present time to furnish such listing is a major undertaking and there is a continuous personnel expenditure in making weekly lists for the Department of additions and deletions.

FUTURE VALUE TO BE DERIVED:

By having these cards on the IB equipment we can have prepared for our own use lists of any combination based on the information on the card as previously set forth which will be done mechanically, such as

1. A listing of Comsabs and Detcoms by field divisions.
2. A listing of the Security Index subjects who are aliens, naturalized citizens, or native born citizens by field divisions.
3. A listing of Security Index subjects by field divisions, alphabetically or chronologically by Bureau file number. This will be of great value in checking the files for those cases where there has not been a report within a certain period of time, which list can then be furnished to the field offices.
4. Lists can be prepared to be verified against the Security Index here and against the Security Index in the various field divisions. Later on, if it is found necessary to do so, listings could be furnished according to the type of strategic industry in which employed.

COSTS:

As previously pointed out, it is necessary at this time to expend from 20 to 30 man days to compile an alphabetical listing for the Department. It is estimated by the Statistical Section of the Records and Communications Division that a set of punch cards could be made up and verified and an alphabetical listing run off with the expenditure of approximately 40 man days. These cards would, of course, then be available for the many other possible uses by keeping them current. It would be necessary to secure/suitably arranged card and plate at a total expenditure not to exceed \$60.00. It is my

16x2

5-2-49

understanding that the Statistical Section can possibly acquire the necessary material in approximately a week. I have also been informed that due to the demands on the Statistical Section at the present time it could not perform this work without a loan of personnel to the equivalent of 40 man days. In order to keep these cards in a current shape, there will be little personnel expenditure since there will be approximately 150 additions and deletions each week and occasional office of origin changes and I understand the Statistical Section can absorb this work. Otherwise, the material on the card will remain the same. Since it will be necessary for the Internal Security Section to expend the personnel in compiling the present lists for the Department, this personnel and any additional personnel can be loaned to the Statistical Section in order to set up these cards, after which they will be kept current by the Statistical Section personnel as previously indicated unless, of course, this setup is expanded to any degree.

RECOMMENDATION:

It is recommended that the Security Index with the information as indicated be set up on the IBM equipment for immediate and future use.



(D) SECURITY INDEX MATTERS -- During the past the practice has been for the various divisions to recommend the preparation of a Security Index card by forwarding Form FD-122 to the Bureau. After the Bureau has studied the case and determines that a Security Index card is justified, the Security Index card is prepared for the Bureau files and the division office is advised by a separate letter of the preparation of the Security Index card and is instructed to prepare a Security Index card for its files based on the information set forth in the Form FD-122. In the past some offices have only been sending an original of Form FD-122 while others have been sending the original and a copy. Hereafter, it is desired that all offices forward an original and one copy of Form FD-122.

Hereafter it is not anticipated that the division offices will receive a letter from the Bureau advising them of the preparation of a Security Index card. Instead, a carbon copy of the Form FD-122 will be furnished by the Bureau with the notation "Prepare Security Index card" stamped on it. When that is received in the division office a Security Index card should be prepared as has been the practice in the past. In the event the Bureau does not approve the preparation of the Security Index card the division offices will be advised by a separate communication.

The same practice will be followed hereafter with reference to the cancellation of a Security Index card. Instead of advising the division offices by separate communication that a Security Index card has been canceled pursuant to the recommendation of a division office, a carbon copy of the incoming communication recommending the cancellation of the Security Index card will be returned to the division office with a notation stamped thereon "Security Index canceled." Upon the receipt of that communication, the division office should place its copy of the Security Index card in the investigative file as has been the practice in the past. Of course, if the Bureau does not approve the recommendation for the cancellation of the Security Index card, a separate communication will be addressed to the respective division offices.

4-26-49

SAC LETTER NO. 50  
Series 1949

17

5-5-49

Changed to 33-1

May 5, 1949

Director, FBI

Dear Sir:

RE: SECURITY INDEX CARDS  
IN NEW ORLEANS OFFICE

Reference is made to Bureau letter dated April 21, 1949, entitled with aliases, SECURITY MATTER - C, Bureau File , in which the Bureau stated that was the subject of a Security Index Card and the New Orleans Office should execute a Form FE-128 transferring the office of origin to New York City and setting up a Security Index Card in that office. The Bureau is advised that from a review of the file it appears that the Security Index Card on was destroyed prior to 1945, as was the case in all Security Index Cards maintained in the New Orleans Division, except the following:

In view of the fact that this action was taken before I became Special Agent in Charge here, I cannot determine the authority for the destruction of the cards. The only Security Index Cards now on file in the New Orleans Division are those listed above. If the Bureau files differ, it is requested that the New Orleans Division be advised and a review will be made of individual files to determine whether the Security Index Cards should be removed.

Very truly yours,

17  
Changed to 33-1

6-20-49

SAC, New Orleans

June 20, 1949

Director, FBI

SECURITY INDEX CARDS  
NEW ORLEANS OFFICE

Reference is made to your memorandum dated May 5, 1949, setting forth the complete list of Security Index cards maintained by your office as of that date. Please be advised that your list corresponds with the Bureau's list with the exception of the following items:

— A review of the Bureau's file reflects that the Bureau's Security Index card was erroneously canceled in November of 1944 due to the duplication of name with a subject in the New York Office. Due to the Bureau's cancellation it is requested that you submit a new Form FD-122 on this individual in order that the Bureau may again reinstate its card.

— The Bureau's Security Index card reflects it was reinstated in October of 1948. However, his name does not appear on your list. In connection with this matter, it is requested that you evaluate this latter case and advise the Bureau if a Security Index card is presently warranted.

(E) MANUAL OF INSTRUCTIONS - SECURITY INVESTIGATIONS -- During the revision of Volumes II and III of the Manual of Instructions, Section 87 pertaining to Security Investigations was amended to include the following instructions which have not heretofore been furnished the field by Bureau Bulletin or SAC Letter.

Security Investigations - Classification

○ Security Index Subjects

The Security Index cards for subjects who have been inducted into the armed forces shall be placed in a separate Security Index file. A six-month's tickler must be set up for each subject in this file and at the termination of every six month's period, appropriate inquiry should be made to determine if the subject has been discharged from military service. Upon receipt of information reflecting the discharge of a subject, the field office will immediately advise the Bureau of his discharge and make recommendations as to whether or not the Security Index card should be reactivated.

When the subject of a Security Index card moves from an address within another field division, and the new address has been verified, the Security Index card should be forwarded to the new office of origin along with Form FD-128 and the pertinent serials. In the new field division the latest residence and business addresses of the subject and the file number of the related case file should be added. It shall then be placed in the Security Index file of the new office of origin and it will be unnecessary to prepare a new Security Index card.

Key Figure Cases

Key figure cases, as in the past, may be placed in a pending inactive status after a thorough investigation has been conducted and a report submitted. However, such cases must be set up by tickler and every six months another report must be submitted bringing the subject's activities up to date.

When a Communist key figure enters the armed forces of the United States, his name shall be deleted from the key figure list, and handled in the same manner as set forth above for other Security Index subjects.

Communist Index

When it has been determined that an individual whose name is in the Communist Index has moved to an area within another field division, the Communist Index card shall be transmitted to the interested office where it shall be appropriately revised and placed in the Communist Index of that office.

Very truly yours,

John Edgar Hoover

Director

Enclosures for (A) and (B)

5-31-49  
SAC LETTER NO. 61  
Series 1949

2

## Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: May 9, 1949

FROM :

SUBJECT: • MANUAL REVISION TO BE INCLUDED  
IN A BULLETIN TO THE FIELD

With regard to the security section of the new Manual of Instructions which relates to individuals, i.e., Item E, page 19, to Item F, page 40, Section 87, the following policy changes have been made. These changes are being pointed out so that they may be included in a bulletin presently being prepared by the Training and Inspection Division.

SECURITY INDEX SUBJECTS

The Security Index cards for subjects who have been inducted into the armed forces shall be placed in a separate Security Index file. A six-month's tickler must be set up for each subject in this file and at the termination of every six month's period, appropriate inquiry should be made to determine if the subject has been discharged from military service. Upon receipt of information reflecting the discharge of a subject, the field office will immediately advise the Bureau of his discharge and make recommendations as to whether or not the Security Index card should be reactivated.

When the subject of a Security Index card moves from an address within one field division to an address within another field division, and the new address has been verified, the Security Index card should be forwarded to the new office of origin along with Form FD-128 and the pertinent serials. In the new field division the latest residence and business addresses of the subject and the file number of the related case file should be added. It shall then be placed in the Security Index file of the new office of origin and it will be unnecessary to prepare a new Security Index card.

KEY FIGURE CASES

Key figure cases, as in the past, may be placed in a pending inactive status after a thorough investigation has been conducted and a report submitted. However, such cases must be set up by tickler and every six months another report must be submitted bringing the subject's activities up to date.

When a Communist key figure enters the armed forces of the United States, his name shall be deleted from the key figure list, and handled in the same manner as set forth above for other Security Index subjects.

COMMUNIST INDEX

When it has been determined that an individual whose name is included in the Communist Index has moved to an area within another field division, the

17X

Communist Index card shall be transmitted to the interested office where it shall be appropriately revised and placed in the Communist Index of that office.

It is recommended that this memorandum be furnished to the Training and Inspection Division for appropriate action.



## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: May 13, 1949

FROM : THE EXECUTIVE CONFERENCE

SUBJECT: SECURITY INDEX - *SECRET*  
INTERNAL SECURITY SECTION  
SECURITY INVESTIGATIVE DIVISION

At the Executive Conference on May 12, 1949, attended by Messrs.

, it was recommended that the security index be placed on IBM punch cards. This recommendation was made because it was believed that within a very short period of time a considerable savings in personnel man days would be effected. To prepare at any one time an over-all list of the security index requires expenditure of from 20 to 30 man days, and there is a continuous expenditure of man days in keeping the Department advised of additions and deletions which occur at the rate of about 150 per week. Instead of making the lists, the card could be utilized and the 150 changes per week could be handled with a minimum of effort. Further, the information would permit a breakdown mechanically in a number of ways, permitting, for example, listing of index subjects by field divisions, listing of security index subjects who are aliens, and the preparation of lists which will permit verification of the security index, both at the Seat of Government and in any or all of the field offices.

The Conference was of the unanimous opinion that the recommendation should be adopted. If you approve, necessary steps will be taken to place the entire security index on IBM punch cards.

Respectfully,  
For the Conference

*OK.*  
*H.*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: June 10, 1949

FROM : SAC, Philadelphia

SUBJECT: SECURITY INDEX - C  
SECURITY INDEX CARDS  
COMMUNIST PARTY INDEX CARDS

Attention is directed to Section 87, Manual of Instructions, Security Investigations, and more specifically to Sub-Section 4 (e) and Sub-Section 5.

In Sub-Section 4 (e) it is stated:

"The Security Index Cards shall be forwarded to the new office of origin where the latest current address of the subject and the file number of the related investigative case file in that office shall be added."

In Sub-Section 5, referring to Communist Party Index Cards, it is stated:

"When it has been determined that an individual included in the Communist index has moved to an area within another Field Division, the Communist Index card shall be transmitted to the interested office where it shall be appropriately revised and filed in their Communist index."

The instructions concerning the transmittal of the Security Index Cards between offices is a change from the prior existing instructions under which prior instructions the old office of origin placed the existing card in its file and the new office of origin prepared a new card for its index. The instructions concerning the transmittal of Communist Party index cards is an entirely new provision.

I believe that a more desirable procedure to be followed as concerns the action to be taken in the instances under consideration, would be the same as that previously in effect concerning Security Index cards, or that the cards which have become obsolete be actually destroyed.

I would like to point out that under the new procedure in both instances it is necessary for the new office of origin to either scratch through the information appearing on the old card and insert thereupon the revised information, or else to prepare a new card entirely and destroy the

17X3

Director, FBI  
June 10, 1949

one transmitted from the prior office of origin. Such a procedure is obviously necessary since the information contained on the card which is received in the new office of origin is obsolete and incorrect.

I would also like to point out that the new office of origin has no actual need of the old card in the preparation of a new and correct one since all of the information necessary to the new office in the preparation of a correct Security Index and Communist Party Index card is contained either on Form 128 or in communications which at that point will be in the file of the new office of origin. This would include descriptive data and photograph.

SAC, Philadelphia

July 8, 1949

Director, FBI

SECURITY MATTER - C  
SECURITY INDEX CARDS  
COMMUNIST INDEX CARDS

Reurlet June 10, 1949, setting forth certain suggestions relative to the handling of Security Index cards and Communist Index cards.

Please be advised that the whole matter involving the administrative handling of the Security Index and Communist Index program is under consideration for certain changes due to the recent monthly self-inspection involving these matters and the numerous suggestions which were furnished at that time. Your suggestions set forth in the referenced letter will be considered at the same time.

Your interest in making these suggestions is indeed appreciated and should you have occasion to have other items which you feel would be of assistance in the handling of these matters you are urged to immediately submit them for consideration.

STANDARD FORM NO. 64

*Office Memorandum* • UNITED STATES GOVERNMENT

TO Director, FBI

DATE: June 13, 1949

FROM SAC, El Paso

SUBJECT: SECURITY INDEX CARDS - SUGGESTION

SA

*Security Index Cards*  
desires to submit the attached suggestion.

El Paso, Texas  
May 26, 1949

MEMO, SAC:

RE: SECURITY INDEX CARDS

Reference is made to Manual of Instructions 44G-2, setting forth instructions regarding recommending that a Security Index Card be made concerning certain persons and that such recommendations be submitted to the Bureau on Form FD-122. These instructions also set forth that "...such letter shall also furnish the date and place of birth of the subject's parents, subject's spouse, and the parents of the spouse, if such information has been obtained during the investigation."

It should be noted that the present Form FD-122, copies of which are attached, has no space or spaces for the inclusion of the above data.

It should be further noted that in the past recommendations have been made to the Bureau by a plain letter in order that the above birth data might be included. On such occasions the Bureau has instructed that the recommendations continue to be made on Form FD-122.

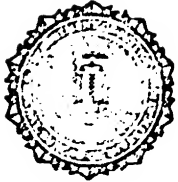
In view of the above, it is suggested that Form FD-122 be revised and appropriate notations made upon it to set forth the date and place of birth of the subject's parents, the subject's spouse and the parents of the spouse.

If such revision is made, it is believed that greater accuracy and completeness of the Security Index Cards both in the Bureau and the field offices will be maintained.

Encl

17X4

FD-122



**Federal Bureau of Investigation  
United States Department of Justice**



IN REPLY, PLEASE REFER TO  
FILE NO. \_\_\_\_\_

Director, FBI

RE: SECURITY MATTER

Dear Sir:

It is recommended that a Security Index card be prepared relative to the individual named below:

Name:  
Aliases:

Residence Address:

Business Address:

_____ Native Born	_____ Alien	_____ Naturalized
_____ Communist	_____ German	_____ Miscellaneous
_____ Fascist (Italian)	_____ Japanese	_____

Date of Birth \_\_\_\_\_  
Place of Birth \_\_\_\_\_  
Entered U. S. \_\_\_\_\_ at \_\_\_\_\_  
Naturalized (date) \_\_\_\_\_  
Naturalized (place and Court) \_\_\_\_\_

Very truly yours.

Enc 2

17X4

PERSONAL

SAC, El Paso

July 8, 1949

Director, FBI

SECURITY INDEX CARDS - SUGGESTION

Reurlet June 13, 1949, enclosing a suggestion by SA  
relative to the revision of Form FD-122.

Please be advised as a result of the recent monthly self-inspection involving the Security Index program, numerous suggestions have been received by the Bureau and the whole program is under consideration for certain revisions. A revision of Form FD-122 is under consideration in this connection and SA suggestion will be taken up in connection with the whole program.

SA interest in making this suggestion is indeed appreciated and should you or SA have occasion to have any other items which you feel would be of assistance in more efficiently handling this program you are urged to immediately submit your suggestions to the Bureau.



## Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: June 28, 1949

FROM :

SUBJECT: SECURITY INDEX — *GENERAL*PURPOSE:

The purpose of this memorandum is to answer your query as to what information appears on the IBM cards which have been made up on our Security Index subjects.

DETAILS:

While it was not possible, because of the limitations of the punch machines, to put all of the information which is contained on our regular Security Index cards on the IBM punch cards, we were able to put enough information on the cards to make them very worthwhile from the standpoint of usefulness in gathering many types of statistical data which will assist us not only in bringing our Security Index program into a current status, but in keeping it there. The information which does appear on the IBM punch cards is set out as follows:

1. Full name
2. Color
3. Sex
4. Citizenship status
5. Nationalistic tendency
6. Dangerousness (DETCOM - COMSAB)
7. Date of Birth
8. Country of Birth
9. Bureau file number
10. Office of origin

The cards have all been punched. There remain about 50 or 60 cards concerning which the Mechanical Section has some question. The question on these cards is presently being resolved and it is expected the Mechanical Section will be ready to run its first list sometime during this week.

## Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: July 1, 1949

FROM :

SUBJECT: / SECURITY INDEX  
INTERNAL SECURITY SECTION  
SECURITY INVESTIGATIVE DIVISIONPURPOSE

During the recent inspection of the Internal Security Section of the Security Investigative Division, three problems concerning the inclusion of the names of Government employees in our Security Index were raised and discussed with the Inspector. The purpose of this memorandum is to present the three problems in order that they may be considered by the Executives Conference in accordance with the Inspector's suggestion in the event you desire it.

DETAILS

0 - 6-11-49  
Our Security Index was originally established in order that all individuals determined through security investigations to be dangerous to the internal security of the nation in time of emergency might be catalogued for immediate apprehension and detention. In the past, it has been our policy to include in the Index only the names of those individuals who have been the subjects of complete security investigations. As you know, because of personnel limitations we have never attempted to investigate all of the members of the Communist Party which today has approximately 59,000 members. Our security investigations have been selective and we have investigated only the more active members of the Communist Party and have included in the Security Index out of the number investigated only the names of those individuals who it would appear would constitute an actual threat to the security of the country in time of an emergency. We have today 10,744 subjects catalogued for apprehension and detention.

With the advent of the Loyalty Program, however, in 1947 all Government employees, with respect to whom disloyal information was available, were made the subjects of loyalty investigations. These loyalty investigations have, in many instances, borne out the original allegations of disloyalty. Therefore, the first problem now becomes apparent.

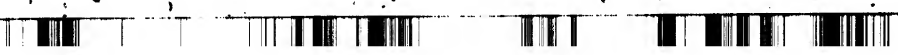
First Problem

Should all employment in the Government be considered of such a critical nature that in the event of an emergency all Government employees, regarding whom disloyal information was developed during our loyalty investigations, be apprehended irrespective of the positions they may hold?

Second Problem

The second problem which confronts us with respect to subjects of

/



The Director

July 1, 1949

loyalty investigations involves that group of Federal employees who have been cleared by Loyalty Hearing Boards subsequent to our loyalty investigations. The question which immediately presents itself is - does clearance by the Loyalty Hearing Board automatically act as a bar to the apprehension of the employee for security purposes in time of an emergency?

Third Problem

The third question which should be resolved, in the event it is decided that the Government employees in question are to be included in the Security Index, is should the employing agency of the Government be informed in advance of our intention to apprehend their employees. It can be anticipated, of course, that if we inform the heads of Government agencies that we intend to apprehend certain of their employees during a time of emergency that information with respect to our Security Index program will, in all probability, become public knowledge. I feel that this point should be carefully considered in connection with this over-all problem.

Inasmuch as the problems enumerated above involve serious questions of over-all policy, it is believed that the matter should be presented to the Attorney General for a decision in order that future embarrassment to the Bureau in connection with our Security Index program may be avoided.

In the event you approve, an appropriate letter will be directed to the Attorney General presenting these problems for a decision.

## Office Memorandum • UNITED STATES GOVERNMENT

DATE: July 1, 1949

TO :

FROM :

SUBJECT: ATOMIC ENERGY SUBJECTS FOR  
THE SECURITY INDEX  
INTERNAL SECURITY SECTION  
SECURITY INVESTIGATIVE DIVISION

PURPOSE

During the recent inspection of the Internal Security Section the question was raised with the Inspector as to whether individuals connected with the Atomic Energy Program and concerning whom derogatory information had been developed as the result of our investigations should be included in our Security Index for possible apprehension in time of an emergency. The problems involved in this matter were not resolved and the purpose of this memorandum is to present them for consideration by the Executives Conference in accordance with the Inspector's suggestion.

DETAILSAtomic Energy Program

Since the inception of the Atomic Energy Program a uniform procedure has been followed on all reports containing subversive derogatory information. The individual Supervisor on the Atomic Energy Desk reviewing such a report marks it "Sub-Derog" and routes it to the Number One Man in the Section. The Number One Man reviews the report to determine what other sections of the Bureau have a possible interest in the case and in the event it merits consideration for possible inclusion in the Security Index he routes it to the Internal Security Section.

When it is received in the Internal Security Section it is reviewed there and if the derogatory information contained therein falls within the standards set, the name of the subject is included in the Security Index file. There is no separate part of the Security Index, however, devoted to Atomic Energy subjects. A check, however, has revealed that there are approximately 20 such individuals listed in the Security Index. During this check it was determined that although these individuals were working on Atomic Energy facilities, not all of them have been investigated under our Atomic Energy Program since some of them are not established in jobs which entail access to restricted information. Consequently, not all of the Security Index subjects employed on Atomic Energy facilities are listed in the separate index which is maintained by the Atomic Energy Desk on the most dangerous subjects investigated under the Atomic Energy Program and who are believed to be still employed in Atomic Energy work.

The separate index maintained by the Atomic Energy Desk contains approximately 200 names of individuals engaged in Atomic Energy work regarding whom

The Director

July 1, 1949

subversive derogatory information has been developed sufficient to consider them a security risk.

Detention of Atomic Energy Employees

The detention of any of the employees of the Atomic Energy Commission presents a peculiar problem. In view of the fact that some of the skilled workers are indispensable to the Atomic Energy Program, it is feared that should we suddenly apprehend these individuals in time of emergency it would seriously impair, if not completely stop for a while, the production of Atomic Energy.

This fact, therefore, immediately raises the following questions:

1. Should individuals employed on Atomic Energy projects be included in our Security Index?
2. In the event it is decided we should have such individuals listed in the Security Index should the Atomic Energy Commission be notified in advance of our intention to apprehend and detain their employees in the event of an emergency? (It would appear that such notification to the Atomic Energy Commission might be necessary sufficiently far in advance of any contemplated apprehensions to enable the Atomic Energy Commission to arrange replacements for the so-called indispensable employees.
3. Should the names of individuals employed by Atomic Energy on whom "Sub-Derog" information has been developed be retained in the Index which is being maintained on the Atomic Energy Desk of the Bureau?

I feel that individuals employed on Atomic Energy projects should not be listed in our Security Index, but should be retained in their present form on the Atomic Energy Desk. I also feel that the approximately 20 names we now have listed of employees on Atomic Energy projects should be deleted from the Security Index and made a portion of the Index maintained on the Atomic Energy Desk. I feel that these names should be deleted from the Security Index since in the event of an emergency our task of apprehending the thousands of individuals now catalogued in our Index will reach such Herculean proportions that we will not have time during that period to be making exceptions regarding certain individuals or groups of individuals whose names appear in the Index. It would be far simpler, from an administrative standpoint, to maintain separate indices concerning individuals whose apprehensions may have to be deferred for one reason or another.

The Director

July 1, 1949

I also wish to point out that if we retain the names of Atomic Energy employees in our Security Index it will be necessary for us to discuss their possible apprehension in time of an emergency with officials of our entire Security Index program. I do not feel it would be wise to make such a revelation at this time.

ACTION

In accordance with the Inspector's suggestion, you may wish to have these problems considered by the Executives Conference. After a decision has been reached, in the event you believe it feasible to do so, the entire matter will be completely worked out with officials of the Atomic Energy Commission in such a manner that responsibility with respect to Atomic Energy employees will be fixed. This will then insure that the Bureau will not be placed in the position of being subject to criticism for having failed to carry out its responsibility in protecting the internal security of the nation.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR  
FROM : THE EXECUTIVE CONFERENCE  
SUBJECT: ATOMIC ENERGY SUBJECTS FOR  
THE SECURITY INDEX  
INTERNAL SECURITY SECTION  
SECURITY INVESTIGATIVE DIVISION

DATE: July 11, 1949

At the Executive Conference on July 7, 1949, Messrs. in attendance, the problem relating to the inclusion of Government employees in the Security Index was discussed.

There are currently carried in the Security Index fifteen to twenty Atomic Energy Program workers, and if orders were issued to suddenly apprehend those individuals on the Security list and such employees would be apprehended, such action might seriously impair the Atomic Energy production. The question was raised as to whether or not such employees should be included in the Security Index and what if any notification should be made to the Atomic Energy Commission. The names of these persons have been included in the list furnished to the Attorney General, but they have not been tabbed to advise the Attorney General that they are employed on atomic energy work.

The Conference was of the unanimous opinion that it would be undesirable to tab the Atomic Energy Security Index subjects for the Attorney General, because it might cause embarrassment if it became publicly known that they were employed on such work at the present time. It was the unanimous opinion of the Conference that these subjects should be broken out of the regular alphabetical breakdown and placed in a separate breakdown so that when apprehensions are ordered that these particular persons in this group can be separately considered with the view that the Atomic Energy Commission should be advised in advance of the apprehension.

With reference to other Government employees that are investigated under the Loyalty Program, it has been noted that some of them have been retained by various Government agencies even though they met present standards for inclusion in the Security Index. This means that the involved Government agency has cleared them, and the problem is presented as to whether the Bureau can properly substitute its opinion for that of the employing agency. The names of such persons

have been included in the list furnished to the Attorney General, but they have not been tabbed as Government employees. The conference was of the unanimous opinion that this group should also be broken out of the Security Index and placed in a separate section under a separate heading of Government employees so that they too can be considered as a group in the event it becomes necessary and apprehensions are in order.

The conference was of the unanimous opinion that there were no current matters of policy involved which required reference to the Department.

It was also pointed out to the conference that currently the Security Index cards do not reflect the occupation of the subjects, and it was agreed that the Security Index cards to be prepared in the future should indicate the industry in which the subject is employed.

If you approve, the Security Index will be organized in accord with the recommendation of the conference.

Respectfully,  
For the Conference

OK.  
J.



PERSONAL AND CONFIDENTIAL  
The Attorney General

July 19, 1949

Director, FBI

~~PERSONAL AND CONFIDENTIAL~~  
~~ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED~~  
~~DATE 10/1/83 BY 6032~~  
CONFIDENTIAL - C

For your confidential information, there are currently being carried in the Security Index maintained by this Bureau the names of thirteen persons who are, according to the latest information in our files, employed in various capacities by companies connected in one way or another with the Atomic Energy Program. Five of these persons have been investigated under the Atomic Energy Program pursuant to the request of the Atomic Energy Commission in order that these persons might be afforded access to classified material. The other eight have been investigated by our FBI due to information having been furnished concerning their activities in the Communist Party. Three of them, according to the information in our files, are employed by companies on the vital facility list of the Atomic Energy Commission.

It is believed that you should be advised that if orders are suddenly issued to apprehend these persons, such action may interrupt the Atomic Energy Program. The names of these individuals, of course, have been furnished to you in connection with the list which we have provided the top secret of all of the individuals in the Security Index. The names of these particular persons have been segregated and are being kept apart from the general section in the Security Index in order that separate consideration can be given to them at any given time.

In addition to the foregoing, it is believed that you should be advised that there are included in the Security Index the names of many Government employees who have been investigated under the Loyalty Program. Many of these persons have been retained by various Government agencies even after a hearing afforded them by the Loyalty Review Boards. In spite of the fact that they have been retained in their employment, their activities have been such that it is believed that they constitute a threat to the internal security, and for that reason they have been retained in the Security Index. Like the persons mentioned previously, the names of these persons have been segregated from the general section of the Security Index in order that special consideration may be given to them in the event of the outbreak of hostilities.

This practice in so far as individuals coming within the two above categories will be continued if it meets with your approval.

# Office Memorandum • UNITED STATES GOVERNMENT

PERSONAL AND CONFIDENTIAL

TO : Mr. J. Edgar Hoover  
Director, Federal Bureau of Investigation

DATE: July 29, 1949

FROM : [Signature]

SUBJECT: Persons associated with the Atomic Energy Program and Government employees who are being carried in the Security Index. Security matter - C

This will refer to your personal and confidential memorandum of July 17, 1949, addressed to the Attorney General, in reference to the above-named subject.

You advise that there are presently being carried in the Security Index the names of thirteen persons who are, according to the latest information in your files, employed in various capacities in companies associated in one way or another with the Atomic Energy Program. You state that the names of these individuals have been furnished to the Department in connection with the list which you have provided of all the individuals in the Security Index. I find, however, that they have not been segregated in this list and the Department is not therefore in a position to identify them with any degree of certainty. Inasmuch as the Department feels that these thirteen names should be called to the attention of the Atomic Energy Commission, I would appreciate it if you would furnish me a confidential list of the names for transmittal to the Chairman of the Atomic Energy Commission.

17X9

The Assistant to the Attorney General

August 4, 1949

Director, FBI

PERSONAL AND CONFIDENTIAL

PERSONS ASSOCIATED WITH THE ATOMIC ENERGY  
PROGRAM AND GOVERNMENT EMPLOYEES WHO ARE  
BEING CARRIED IN THE SECURITY INDEX  
SECURITY MATTER - C

Reference is made to your memorandum dated July 29, 1949, in connection with the above entitled matter.

In accordance with your request, there follow the names of the thirteen individuals involved.

Accordingly, the total of such individuals presently carried in the Security Index is twelve.

Information regarding all of the above previously has been forwarded to the Atomic Energy Commission.

(C) COMMUNIST PARTY, USA - (INTERVIEWS WITH SUBJECTS OF SECURITY INVESTIGATIONS) -  
INTERNAL SECURITY - C -- Reference is made to SAC Letter No. 55, Series 1949,  
dated May 17, 1949 (H), captioned as above.

Henceforth, memoranda requesting Bureau authority to interview the  
subject of a security case must contain the following information if available:

1. Residence address, occupation, employment and race of the subject.
2. Marital status. If married, the occupation, employment and race of the spouse.
3. Length of time the subject has been a Party member and the positions he has held in the Party.
4. If married, the length of time his spouse has been a Party member and the positions held in the Party.
5. Party membership and status of any other close relatives.
6. Information regarding any defection, expulsion, inactivity and present sympathies of the subject and if married, of his spouse.
7. What is expected to be gained by the interview.

All such interviews are to be conducted by two experienced Agents with a thorough background of experience in Communist investigation and a thorough knowledge of the individual case and all Bureau regulations regarding the development of confidential informants.

Any information of value obtained should be reduced to a signed statement if possible and the Bureau should be advised of the results of each interview without delay.

It should be noted that a program of mass interviews is not desired. Each case should be well considered and completely evaluated before Bureau authority for an interview is requested.

Very truly yours,

John Edgar Hoover

Director

*Office Memorandum* • UNITED STATES GOVERNMENT

TO :

DATE: August 2, 1949

FROM :

SUBJECT: ~~SECURITY INDEX DESK~~  
~~INTERNAL SECURITY SECTION~~  
~~SECURITY INVESTIGATIVE DIVISION~~

This is to inform you that every effort is being made by me to insure that we have included in our Security Index, in addition to the names of individuals who have been subjects of security investigations, the names of those individuals who have been the subjects of other types of FBI investigations such as the Voice of America, European Recovery Program, ECA, and Greek-Turkey Aid. These are investigative matters handled in Division Six in the section of which \_\_\_\_\_ is Unit Chief.

As you know, we have already considered for inclusion in our Security Index the names of subjects investigated under the Loyalty and Atomic Energy programs where sufficient information is developed to warrant such action. I felt that in order to make sure we were covering the entire field it would be well to discuss with Mr. \_\_\_\_\_ the violations handled by him. Such a discussion took place between \_\_\_\_\_ and myself on the afternoon of July 26, 1949. At that time \_\_\_\_\_ assured me that in the future all cases which contained subversive derogatory information will be referred to the Internal Security Section for review in order to determine whether the names of the subjects should be included in the Security Index.

I am attaching for your information a memorandum which Mr. \_\_\_\_\_ prepared for all of his supervisors dated July 27, 1949.

In addition I obtained from \_\_\_\_\_ a list of all cases investigated under the various programs supervised in his section since its inception which contained subversive, derogatory information. The files will be reviewed in these cases and the names of any of the subjects which warrant such action will be included in our Security Index.

The above is for your information. .

ALL SUPERVISORS  
SPECIAL INQUIRY SECTION

July 27, 1949

The purpose of this memorandum is to reiterate and re-emphasize previous instructions that cases involving subversive individuals should be referred to the Security Division for consideration as to any additional investigation necessary. Specifically we furnish cases of individuals who are applicants for employment in the Government to the Loyalty Section when we run across derogatory subversive information except with regard to ERP cases because Cuth Richardson has ruled that ERP does not come under Executive Order 9835.

Our obligation does not end here however. Such cases should also be referred to \_\_\_\_\_, Chief of the Internal Security Section, Division 5, in order that they may review them to see whether a security index card should be prepared and whether further investigation as a Security Matter or Internal Security case is warranted. In the future therefore we must be alert to see that this action is taken. A good rule to apply would be as follows:

"If it is worth referring to Loyalty, it is worth referring to Internal Security."

Obviously, a great number of these cases which would warrant individuals' exclusion from Government employment would not be sufficient basis for detention in the event of an emergency. On the contrary, however, because a man is "cleared" by some addlebrained Loyalty Board does not necessarily mean that he should not be the subject of further investigation and possibly doubt in the event of an emergency.

With regard to ERP cases which are never referred to the Loyalty Section, the Supervisors must be particularly alert to see that such cases are referred to the Internal Security Section of the Security Division. In those instances, a good rule to apply would be "where information of a subversive character sufficient to warrant the preparation of a card is encountered, it should be furnished to the Security Division."

ENC 1

The Assistant to the Attorney General

August 16, 1949

Director, FBI

PERSONAL AND CONFIDENTIAL

NP 0 SECURITY INDEX LIST GENERAL

There is attached hereto a current list of individuals identified by their date of birth, which individuals are presently maintained by this Bureau on the Security Index List.

This list is confidential and it is requested that its existence and its contents be treated with utmost discretion.

attachment) Please to go to file





Office Memorandum •

UNITED STATES GOVERNMENT

TO :

DATE: August 26, 1949

FROM :

SUBJECT: SECURITY INDEX LIST —  
FURNISHING TO THE DEPARTMENT

In order that the Department may be periodically apprised of the individuals appearing on the Security Index and that the existence and the nature of the index still be guarded as a most confidential matter, the following policy and procedure relative to furnishing the list to the Department has been instituted:

The list will be furnished monthly upon the completion of the transfer of all information to the IEM cards. The list itself will be run off by the Statistical Section from the IEM cards in alphabetical groups identifying the individuals only by their name and date of birth. The list will be prepared in duplicate, an original and copy. A cover letter is prepared for the Assistant to the Attorney General, which cover letter is prepared without any thin white copy. One thin white tickler is prepared and of course the yellow copy. The Security Index list will be personally delivered to the Department by a representative of the Internal Security Unit. As given to it will consist only of the original copy of the list prepared by the Statistical Section and the original copy of the cover letter. The tickler copy of the cover letter as well as the carbon copy of the Security Index list will be maintained as a tickler by the Security Index Desk. No copy of the list will be sent to the files of the Bureau with the yellow copy of the letter.

At the end of the month when a new list is prepared and delivered to the Department the list which was previously furnished will be retrieved and returned to the Bureau where it and its tickler copy will be destroyed. Under this practice only one copy of the list will ever be outstanding and away from the Bureau. This will limit therefore the possibility that old copies of such lists can go astray and fall into hostile hands.

In connection with the original list which was furnished to the Department in October 1948 and the various supplements which were furnished since that time, please be advised that these have all been returned to the Bureau and have been destroyed with the exception of the two thin white copies of the supplements dated November 9, 1948 and November 15, 1948. The Department has been unable to locate these. Therefore, at the present time the Department is in possession of only one list, namely that list which was furnished to them as of August 16, 1949.

The cover letter which is used on the list points out to the Department that the list is confidential and must be given utmost protection.

20X

From  
THE ASSISTANT TO THE ATTORNEY GENERAL

Memorandum	
The Attorney General _____	
The Solicitor General _____	
Assistant Attorney General, Antitrust _____	
Assistant Attorney General, Tax _____	
Assistant Attorney General, Claims _____	
Assistant Attorney General, Lands _____	
Assistant Attorney General, Criminal _____	
Assistant Solicitor General _____	
Director, Bureau of Investigation _____	
Director, Bureau of Prisons _____	
Commissioner, Immig. & Naturalization _____	
Liaison Officer, I. & N. _____	
Director, Office of Alien Property _____	
Pardon Attorney _____	
Parole Board _____	
Board of Immigration Appeals _____	
Administrative Assistant _____	
Division of Records _____	
Mr. _____	
Miss _____	
Please: Note and return _____	
Prepare reply for my signature _____	
For appropriate action _____	
Phone me _____	
See me _____	
Attach file _____	
For your information _____	

*see note re  
rejection and  
send signed  
blue memo.*

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. J. Edgar Hoover  
FROM : Director, Federal Bureau of Investigation

DATE: August 31, 1949

SUBJECT: The Assistant to the Attorney General  
PERSONS ASSOCIATED WITH THE ATOMIC ENERGY  
PROGRAM AND GOVERNMENT EMPLOYEES WHO ARE  
BEING CARRIED IN THE SECURITY INDEX  
SECURITY MATTER - C

( 0 10 10 10 10 10 )

This will refer to your memorandum of August 4, 1949,  
in reference to the above mentioned subject and furnishing thirteen  
names of persons associated with the Atomic Energy Program.

I have discussed these names with an official of the  
Atomic Energy Commission, and have received the following report  
regarding the various individuals listed:



In the foregoing list a number of individuals are indicated as having no connection with the Atomic Energy Program. If the Bureau later finds that there is additional evidence to show that they are connected with an Atomic Energy Project, I would appreciate receiving such additional information.

Murphy  
 Please also  
 check to see if  
 the individuals listed  
 as "no connection" are  
 in any way connected  
 with AEC.

STANDARD FORM NO. 64

## Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: September 12, 1949

FROM :

SUBJECT: PERSONS ASSOCIATED WITH THE ATOMIC ENERGY

PROGRAM AND GOVERNMENT EMPLOYEES WHO MAY

BEING CARRIED IN THE SECURITY INDEX - ~~CONFIDENTIAL~~

SECURITY NUMBER - 3

In connection with the attached memorandum from [redacted] regarding individuals in the security index who are presently believed to be connected with the Atomic Energy Program, it is noted that five of the individuals are employed by the Westinghouse Company at Pittsburgh, Pennsylvania, and one of the individuals is employed by the Elliott Company at Jeannette, Pennsylvania.

In order to ascertain definitely if these individuals should be carried in the Atomic Energy section of the security index, it is believed desirable that inquiry be made of the Atomic Energy Commission to determine if either the Westinghouse Company in Pittsburgh or the Elliott Company of Jeannette, Pennsylvania, have contracts or are to work in connection with the Atomic Energy Program.

ACTION

Accordingly, if you approve, it is suggested that this memorandum be referred to the Liaison Section and for that section to make inquiry of the Atomic Energy Commission as to the status of the two aforementioned companies.

Office Memorandum • UNITED STATES GOVERNMENT

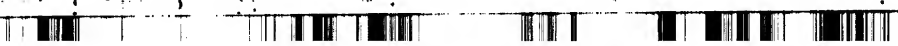
TO : MR. J. EDGAR HOOVER  
FROM : DIRECTOR, FEDERAL BUREAU OF INVESTIGATION  
SUBJECT: *[Handwritten mark]*

DATE: September 13, 1949

PERSONAL AND CONFIDENTIAL

Will you please indicate for the information of the Attorney General the standards upon which decisions are based to incorporate names in the security index list or to remove them therefrom.

PERSONAL AND CONFIDENTIAL



20X1

September 16, 1949

The Assistant to The Attorney General

Director, FBI

PERSONAL AND CONFIDENTIAL

SECURITY INDEX

Reference is made to your personal and confidential communication dated September 13, 1949, wherein you desired information for the benefit of the Attorney General as to the standards upon which individuals are included in the security index.

The basic qualification required for inclusion of an individual in the security index is that such an individual is potentially dangerous or would be dangerous in the event of an emergency to the internal security of this country. The elements going into measuring an individual's potential dangerousness or dangerousness in the event of an emergency consist of two broad elements: (1) membership, affiliation or activity indicating sympathy with the principal tenets of the Communist Party or similar ideological groups and the Nationalist Party of Puerto Rico; and, (2) a showing of one or more of the following:

- a. activity in the organization, promoting its aims and purposes;
- b. training in the organization, indicating a knowledge of its ultimate aims and purposes;
- c. a position in a mass organization of some kind where his affiliation or sympathy as set forth in element one will determine the destiny of the mass organization;
- d. employment or connection with an industry or facility vital to the national defense health and welfare;
- e. possessing a potential for committing espionage or sabotage.

No individual is included in the security index until such an individual has been investigated by this Bureau.

For your information, copies of reports of investigations of all individuals included in the security index have been furnished to the Department.

Deletions from the list are, of course, made when an individual no longer fits the standards for inclusion, as set forth above.

20X2

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: September 27, 1949

TO :

FROM :

SUBJECT: PERSONS ASSOCIATED WITH THE ATOMIC ENERGY  
PROGRAM AND GOVERNMENT EMPLOYEES  
BEING CARRIED IN THE SECURITY INDEX  
SECURITY MATTER - C

Reference is made to the memorandum from \_\_\_\_\_ to you dated September 12, 1949, asking that the Liaison Section determine if the Westinghouse Company or the Elliott Company has contracts with the Atomic Energy Commission.

On September 19, 1949, \_\_\_\_\_ of the AEC Security Office advised that AEC has a present classified working contract with the Westinghouse Electric Company of Pittsburgh, Pennsylvania. The Elliott Company of Jeannette, Pennsylvania, is not an active contractor with the Commission but is considered as being an inactive facility. This means that the company still maintains documents or equipment which are considered restricted data under the Atomic Energy Act even though no active work is being carried on at this time. These inactive facilities are supposed to be inspected by the AEC once each year.

ACTION:

It is recommended that this memorandum be forwarded to the Internal Security Section for information.



## Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director

DATE: September 30, 1949

FROM :

SUBJECT: SECURITY INDEX / ATOMIC ENERGY PROGRAM EMPLOYEES

PURPOSE:

To advise you of the apparently loose handling of information pertaining to the Security Index by other Agencies of the Government.

BACKGROUND:

You will recall that in October, 1948, the Bureau began furnishing the Attorney General the list of individuals appearing on the Security Index in accordance with his request. Later he was further advised that this list contained individuals who were in some manner connected with the Atomic Energy Program. On July 29, 1949, [redacted], The Assistant to the Attorney General, requested the names of the individuals who were so connected with the Atomic Energy Program appearing on the Security Index list. The names of the twelve individuals were furnished to [redacted] on August 4, 1949.

On August 31, 1949, [redacted] advised that he had talked to "an official" of the Atomic Energy Commission concerning the twelve individuals. Of the twelve, the Atomic Energy Commission was particularly interested in four of them, eight of them having apparently no connection as employees of the Atomic Energy Commission. [redacted] requested that if any additional information should be available concerning any of the individuals it be furnished to the Atomic Energy Commission, and if any information were developed concerning the eight individuals who apparently had no connection with the Atomic Energy Commission were in fact connected with the Program that he be advised.

Accordingly, requests were made of various Field Offices to determine the current status of the individuals in question.

On September 7, 1949, [redacted] of the Personnel Clearance Section of the Atomic Energy Commission advised the Liaison Section that he had obtained information that four individuals presently connected with the Atomic Energy Commission were on a list maintained by the Bureau to be picked up in the event of an emergency. He requested any additional information available concerning these four individuals. At that time a review of the files reflected that the Atomic Energy Commission had been furnished all pertinent information available in the Bureau files concerning these individuals, and he was so advised.

As a result of the recent investigative activity, it was verified that five of the individuals are presently employed by the Westinghouse Company in Pittsburgh, Pennsylvania. The Atomic Energy Commission advised on September 19, 1949, that that Commission presently has a classified working contract with the Westinghouse Company at Pittsburgh. These five individuals are not employed by the Atomic Energy Commission, but are employed in a facility wherein the Atomic Energy Commission has classified contracts. One individual was found to be still employed by the Elliott Company at Jeannette, Pennsylvania. This individual formerly worked on classified contracts and projects for the Atomic Energy Commission, and the Elliott Company is an inactive facility of the Atomic Energy Commission which still possesses restricted data of the Commission, according to the Atomic Energy Commission on September 19, 1949.

Six of the individuals were actually employed on facilities of the Atomic Energy Commission. In the interim of this activity, the recent investigative work has revealed that three of them have been dismissed. Two are still employed and one case is presently being processed for security reasons.

OBSERVATIONS:

In view of the telephone call from \_\_\_\_\_ of the Personnel Clearance Section of the Atomic Energy Commission indicating that he had knowledge of the Security Index list and the fact that he in turn had apparently received it from some other individual at the Atomic Energy Commission, it appears that the existence of the Bureau's Security Index, even though of a most confidential nature, has been very loosely handled. It would further appear that the Atomic Energy Commission has not fully appreciated the extremely confidential nature of such an Index.

RECOMMENDATION:

1. If you approve, it is recommended that the attached letter be directed to \_\_\_\_\_, advising him of the present status of the twelve individuals. It will point out to him that six of the individuals, though not directly employed by the Atomic Energy Commission, are employed in contract facilities of the Atomic Energy Commission and, as such, the particular facility is involved in the Atomic Energy Program.

It will further point out to him that recent investigative activity has revealed that three of the six Atomic Energy Commission employees have been severed from their employment and that only three Commission employees are presently on the list.

Lastly, it will be pointed out to        that all pertinent information concerning all the individuals has previously been furnished to the Atomic Energy Commission.

2. It is further recommended that the Liaison Section contact the Atomic Energy Commission and point out to them that the Bureau has recently checked the status of the four individuals they were particularly interested in and that all pertinent information concerning these four individuals has previously been furnished to that Commission.

The Liaison Section should in no manner indicate that these individuals are on a Security Index list of the Bureau, and the Security Index Program should not be discussed. It is pointed out that this is a confidential program and the Atomic Energy Commission received its information concerning it not from the Bureau but from the Assistant to the Attorney General.

Attachment

*I agree.*  
*H*

The Assistant to the Attorney General

September 30, 1957

Director, FBI

PERSONAL AND CONFIDENTIAL

PERSONS ASSOCIATED WITH THE ATOMIC ENERGY PROGRAM AND GOVERNMENT EMPLOYERS WHO ARE BEING CARRIED IN THE SECURITY INDEX SECURITY MASTER - C

Reference is made to your communication dated August 13, 1949, listing the twelve individuals who were connected with the Atomic Energy Program and which twelve individuals you discussed with an official of the Atomic Energy Commission as to their current status.

Please be advised that recent investigative activity has revealed the following concerning the twelve:

The following individuals are still employed at the Westinghouse Electric Company at Pittsburgh, Pennsylvania:

The Atomic Energy Commission advised on September 17, 1949, that the Westinghouse Company of Pittsburgh, Pennsylvania, has at the present a classified working contract with the Atomic Energy Commission. It is, therefore, a contract facility of the Atomic Energy Commission.

The following individual is still employed at the Elliott Company at Jeannette, Pennsylvania:

It is noted that Atomic Energy Commission, although previously not directly involved in the atomic energy program, is now at the forefront of the atomic energy program. However, the Atomic Energy Commission is a selective facility of the Atomic Energy Commission. **COMMUNICATIONS SECTION** **SECRET** **NOV 23 1950** **5:22 PM**

The following three individuals, it has been found, have been removed from facilities of the Atomic Energy Commission:

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The following two individuals were found to be still employed by the Atomic Energy Commission at Oak Ridge:

The case of [REDACTED] is still being processed and under consideration by the Atomic Energy Commission.

You will note that of the above individuals, six of them are not employed directly by the Commission, but are employed at facilities used in the Atomic Energy Program.

In connection with all of the above cases, all pertinent information available in the Bureau files has previously been furnished to the Atomic Energy Commission.

STANDARD FORM NO. 64

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: October 6, 1949

FROM : S. J. Detroit

SUBJECT: RECOMMENDATION BY PLACING  
SUBJECTS ON SECURITY INDEX

The following suggestion has been submitted by SA of this office in connection with the placing of subjects on Security Index.

Present requirements to place a Subject on Security Index require the submission of form FD-122 to the Bureau in duplicate form, which in most instances is submitted at the same time an investigative report is submitted. If the Bureau approves the recommendation, one copy of the FD-122 is returned to the submitting office with the stamped notation, "Place on Security Index". In those instances where the Bureau does not approve the recommendation, a brief letter is sent the transmitting office, setting forth the Bureau's reason for disapproval. It has been noted that in the greater majority of cases the Bureau is in accord with the recommendation.

It is felt that the present procedure entails a duplicate handling of the matter when the form FD-122 is returned to the submitting office. The file must be attached, and routed to the SAC or a Supervisor who in turn must either file the information to be included on the Security Index or designate an Agent to do so, after which the card is prepared by a clerical employee. The file must then be returned to the SAC or Supervisor for a final check of the Security Index card and its ultimate filing. This procedure involves a duplication of "handling" the file, over and above the time expended when the FD-122 was originally submitted to the Bureau. This additional work is necessary on the part of several employees, the number depending on the size of the office and its physical operation.

The suggestion is made that the various offices be permitted to place a Subject on Security Index on its own volition, at which time the Bureau be immediately advised of such action. It is felt that such a procedure would save time for a field office by eliminating the duplicate "handling" of the file.

20X5

October 23, 1949

SAC, Detroit

Director, FBI

SUGGESTIONS RE PLACING  
SUBJECTS ON SECURITY INDEX

Reurlet October 6, 1949, setting forth the suggestion of Special Agent . This suggestion related to the preparation of Security Index cards prior to the authorization being received from the Bureau.

As set forth in SAC letter No. 97 dated October 19, 1949, the Bureau does not desire that the Security Index card be prepared before authority is received from the Bureau.

You should bring to the attention of Special Agent SAC letter No. 97 as well as this communication. Special Agent interest in furnishing this suggestion is, however, appreciated and should he in the future have any additional suggestions relative to the handling of the Security Index program he is urged to submit such suggestions to the

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: October 12, 1949

FROM : SAC, Detroit

SUBJECT: SUGGESTIONS

Having in mind the Director's Memorandum to All Employees of September 15, 1949, concerning the above matter, Special Agent has submitted the following suggestion:

Concerning the present classification of Detcom and Comsab on Security Index Subjects, it has been suggested that it would facilitate the administrative handling of these matters if Comsab Subjects were given a top priority classification in the event "the time comes for the detention of Communists".

Present instructions indicate that Detcom Subjects are to be given priority for arrest purposes and further indicate that while an individual may be a Detcom Subject without being a Comsab Subject, the contrary cannot be true. This, therefore, provides in certain cases for a Security Index card having both a red and blue tab and necessitates that when an individual is designated as a Comsab Subject that he also be a Detcom Subject, and that copies of a letter to the Bureau advising of such "tabbing" should go into both the Comsab and Detcom files maintained by this Office.

It is suggested for the Bureau's consideration that persons believed to be trained or potential saboteurs and, therefore, of necessity given a Comsab tab, would be those individuals who should be removed from circulation first in event of National emergency. It is further suggested that administrative heads of the Party who are covered by top functionary and key figure classifications and other individuals in a similar vital spot should be given secondary consideration in the event of apprehension when compared with trained or potential saboteurs.

It is, therefore, suggested that each classification be an entirely separate classification so that the Comsab and Detcom Subjects may be considered separately, and so that any particular individual would be classified on either one i.e. Detcom or Comsab.



20X6

SAC, Detroit

November 10, 1949

Director, FBI

SUGGESTIONS

Reurlet October 12, 1949, containing the suggestion of SA relating to Letcom and Consab tabbing of Security Index cards.

It is believed that SAC Letter No. 97, dated October 19, 1949, clarifies the handling of the Consab and Letcom program in so far as Security Index cards are concerned. You will note that the Consab program relates to the identity of individuals who possess the potentiality of being Communist saboteurs. On the other hand, the Letcom program, as related to individuals in the Security Index, concerns the priority apprehension of certain individuals. Included among those individuals to be given priority apprehension in the event of an emergency are Consab subjects. The Bureau does not desire that any effort be made to distinguish between the various degrees of priority.

The interest of SA in furnishing this suggestion is indeed appreciated. You should call his attention to SAC Letter No. 97 and this communication. If in the future SA has any further suggestions relating to the Security Index program, he should be urged to submit such suggestions to the Bureau.



United States Department of Justice  
Federal Bureau of Investigation  
Washington 25, D. C.

PERSONAL ATTENTION  
STRICTLY CONFIDENTIAL

IN REPLY, PLEASE REFER TO  
FILE NO. \_\_\_\_\_

October 19, 1949

SAC LETTER NO. 97  
Series 1949

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*General*

(A) SECURITY INDEX INVESTIGATIVE PROCEDURES, - ADMINISTRATIVE HANDLING, AND RELATED MATTERS -- From the standpoint of efficiency, economy, supervision and adequate handling the Bureau desires that the investigative procedures and steps and the administrative handling of all matters relating to the investigations of individuals under the security characters be as uniform throughout the field as possible. However, the Bureau does realize that the volume of work which the number of individuals, as well as the particular or peculiar local circumstances, create, does present diverse problems of administration. This may be graphically illustrated by comparing extreme totals on the Security Index and Communist Index Cards.

Offices vary from one Security Index Card to a high of 1,842 Security Index Cards and similarly vary from 14 Communist Index Cards to a high of 39,700 Communist Index Cards. Obviously an administrative procedure used for a particular purpose set up for a small volume would be wholly inadequate for an office with a large volume. Reversing this thought, an administrative procedure set up for a large volume would, of course, be cumbersome and probably unnecessary for an office with a small volume. Therefore, a basic level of uniformity must be strived for.

Within this framework of uniformity, however, the Bureau realizes the necessity of allowing and permitting a local approach to particular administrative or investigative problems.

In order to obtain uniformity and efficiency of operation there follow herein new instructions pertaining to various aspects of the Security Index Program. It is expected that each Special Agent in Charge and every Special Agent will take steps immediately to make each office's procedures conform with these instructions. These changes result from the various suggestions and observations obtained from the monthly self-inspection of the Security Index and an intensive study of this problem at the Bureau.

Should it be found that after reviewing these instructions some particular local problem or suggestion appearing in the inspection reports can not be resolved by this Bulletin, you should immediately prepare a communication to the Bureau setting forth the problem involved and the suggested solutions. The Bureau will thereupon give consideration to your particular problem.

#### THE SECURITY INDEX ARRANGEMENT

In order to clarify the instructions pertaining to the arrangement of the Security Index, Section 87 E (4) (C) of the Manual of Instructions is being rewritten as follows:

The Security Index shall be prepared on 5 x 8 white cards. The index itself is to be prepared in two sections. The original Security Index card shall be filed geographically in accordance with the needs existing in the particular office. For example, where necessary it should be broken down by state, county, city and, if conditions warrant, into precincts. Under each geographical breakdown the cards should be filed alphabetically. It will no longer be necessary to separate and maintain breakdowns as to organizational affiliation or nationalistic tendency e.g. Communist Party, Socialist Workers Party, etc. When the occasion demands, this card may readily be drawn from the geographical section of the Index and utilized by the apprehending Agent. It is this card which must be tabbed under the Detcom and Comsab programs.

A duplicate card shall be prepared which shall be filed alphabetically. This card will be identical in appearance to the geographical card. It will be maintained in a strict alphabetical order without any breakdown whatsoever. It will be in the nature of a control card, and when the original card is withdrawn from the geographical index for apprehension purposes, an appropriate notation shall be made on the duplicate card in the alphabetical section for the purpose of administrative handling.

#### CONTENTS AND APPEARANCE OF CARD

(1) The Security Index card should contain on the front side the following information:

- (a) Name and aliases
- (b) Race

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- (c) Sex
- (d) Citizenship (Native born, naturalized or alien)
- (e) Organizational affiliation or Nationalist tendency (Communist, Socialist Workers Party, etc.)
- (f) Dangerousness Classification, if any (Detcom and Comsab)
- (g) Date and Place of Birth
- (h) Vital industry and code number (this may be omitted for the present until such vital industry list has been obtained and the code developed)
- (i) Field Office file number
- (j) Residence address
- (k) Business address

(2) In addition, the reverse side of the original (geographical) card should contain the following:

- (a) Complete description
- (b) Photograph

(3) If any of the above items are missing, with the exception of a photograph, the case should not be closed. However, the absence of information concerning race, sex, citizenship, date and place of birth and description should not deter the preparation of a Security Index Card where one is otherwise warranted. The case should be left in a pending status and active investigation should be conducted to determine such items of information as are missing. It is not desired that a case be left in a pending status merely to obtain a photograph. Every effort should be made to obtain a photograph during the course of the investigation, however. Nothing should appear on the Security Index card which does not appear in the subject's case file.

For your guidance there is attached hereto a model Security Index Card. The front side, of course, sets forth all information required. Additionally, the residence and business addresses are set up approximately one-half way down the card with spaces under each for several additions and corrections.

It is not desired that you institute any large project at the present time to change the form of Security Index Cards in your office. However, as corrections are made and new cards are needed the sample form of preparation should be used. It is expected that within a period of time all the cards throughout the field will be prepared in this uniform manner.

As an aid to the inclusion of descriptive data concerning the subject on the reverse side of the card, the uniform field photograph stamp used on the back of photographs may be used on the back of the Security Index Card. This uniform stamp, you will note, also calls for the date on which the photograph was taken. Additional descriptive information, such as the subject's possession of firearms, his potential dangerousness, etc., should also be included as descriptive information on the back side. The stamp should not be considered as an all inclusive description and additional information should be added where necessary for a fuller description.

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FORMS FOR USE WITH THE SECURITY INDEX AND RELATED MATTERS

(1) Form FD122. There is attached hereto a copy of the revised form FD122. The old form in the past was used to recommend the preparation of a Security Index card. The revised form in the future will serve two purposes, namely, (1) to recommend the preparation of a Security Index card as in the past; and, (2) to advise the Bureau of any revisions or additions to the Security Index card. The revised form calls only for factual data and it will no longer be necessary to prepare a replica of the card. In reference to the last line of the form calling for data as to the individual's connection with a vital or strategic installation or industry, you are instructed to disregard this item of information for the present. Separate instructions concerning this aspect are under preparation and will shortly be furnished to the Field.

Henceforth, Form FD122, when used to recommend the preparation of a Security Index Card, should be prepared in triplicate. The original and thin white will be forwarded to the Bureau and, of course, a copy will be retained in the field office case file. If the recommendation is approved by the Bureau, the Bureau will return the thin white copy to the office requesting the Security Index Card appropriately stamped "Prepare Security Index Card." This thin copy bearing the Bureau's response shall be filed. The card can then be prepared by the field office.

When using the form to accomplish any revision or addition to the Security Index Card, only the item or items being revised or added should be set forth. When used for this purpose, only the original copy need be furnished to the Bureau.

Care should be taken to insure the proper selection of the opening paragraph, option depending upon which of the two uses is being made of the form.

(2) Form FD128. There is attached hereto a copy of revised Form FD128. You will recall that the old Form FD128 was used in the past to transfer a Security Index Card from one division to another and automatically changed the office of origin without requesting the Bureau to make such a change. This form has also been revised and will serve the same purpose as before. However, by the use of this form, it is now permissible to change the office of origin without prior Bureau authority in security cases where the individual is not the subject of a Security Index Card. This can be accomplished by using the proper options on the form. You will note that the form, as revised, calls for several additional items of information to be indicated for the benefit of the Bureau and the new office of origin. Only those items which are applicable to the particular case would be checked. Before executing this form, however, it is absolutely essential that the new office of origin have verified the new addresses of the subject.

(3) Form FD119 has been discontinued. You will recall that this form was used in order to amend or change the Security Index Card. In lieu of the form FD119, you are now instructed to use the revised form FD122.

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You are also instructed to discontinue the practice of having local law enforcement agencies verify the addresses of Security Index subjects. In this connection you are instructed to destroy Form FD110 which form was a request of the Police Departments to verify the stated addresses.

Obviously you should destroy all your old forms FD119, FD122, and FD128 when you have received your new supply. Orders for the revised forms FD122 and FD128 should immediately be submitted to the Bureau.

#### PROCEDURE IN HANDLING CASE WHERE SECURITY INDEX CARD IS RECOMMENDED

In order that a uniform field procedure can be adopted and that individuals who have been recommended for the Security Index, but who have as yet not been approved by the Bureau, will at all times be at the attention of the field office so recommending, the following procedure must immediately be instituted:

Present instructions permit the submission of a closing report when all necessary and required information has been developed and when a recommendation for the preparation of a Security Index card has been submitted to the Bureau. In the future the report should be submitted in a pending inactive status and the case should be so kept until the response from the Bureau has been obtained relative to the preparation of the Security Index Card. All such cases will, therefore, be readily located by a quick review of the pending and pending inactive " " cases in the office. Upon receipt of the Bureau's response and the handling thereof the case may be closed administratively. The Security Index card should not be prepared until the Bureau authority is received.

#### SECURITY INDEX CARDS IN AUXILIARY OFFICES

Security Index Cards should be maintained by the office of origin only. Any duplicate cards presently maintained by auxiliary offices should be destroyed.

#### CHECKING AND POSTING ADDRESS VERIFICATIONS OF SECURITY INDEX CARD SUBJECTS

It is recommended where the volume of Security Index dictate that form FD154 be used when verifying the addresses of Security Index card subjects.

If a form FD154 is not used in the mechanics of verifying the addresses it is desired that a notation be made on the last form FD154, FD122, or FD128 appearing in the case file reflecting the subject's current addresses, the date the addresses were verified. This is being done to insure that the file will contain all information concerning the status of the case and it will also permit the file to come to the attention of the Agent or Supervising official to determine if any additional action is warranted at that time in the case.

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The method by which Security Index address checks are followed by the supervising official and the administrative manner in which it is handled is solely within the judgment of the Special Agent in Charge. The basic rule must be remembered that the Security Index must at all times be kept in a current status and addresses must be checked at least every six months. Whether this is done by individual case ticklers, administrative ticklers, or an arbitrary arrangement of checking certain sections of the index on a periodic basis will depend on the needs of each office.

#### DETCOM AND COMSAB TABBING

(1) As set forth in the Manual of Instructions the Detcom program is concerned with individuals on the Security Index who are to be given priority arrest in the event of apprehension of security index subjects at the time of an emergency. As such, the original (geographical) Security Index Cards of individuals falling into the following categories must be tabbed for Detcom:

- (a) All top functionaries
- (b) All key figures
- (c) All individuals tabbed under the Comsab program
- (d) Any other individual who, though he does not fall in the above groups, should be given priority arrest because of some peculiar circumstances.

No effort should be made to distinguish between the various degrees of priority.

(2) In connection with the Comsab program your attention is again directed to the Manual of Instructions pointing out that Communist individuals, either because of their training or because of their position relative to vital or strategic installations or industry, should be considered under this program. Where individuals are tabbed under the Comsab program they must also be tabbed under the Detcom program. As set forth above, the Comsab program is a portion of the Detcom program.

(3) The Security Index Cards should be tabbed as follows:

They should be tabbed with a metal signal tab attached to the card. All individuals tabbed under the Detcom program should be tabbed with a colored tab and those tabbed under the Comsab program should be tabbed with a contrasting colored tab. The Security Index Cards of Detcom and Comsab subjects should not be of any particular distinguishing color. All Security Index Cards should be the standard 5" x 8" white cards. Separate colored cards should not be used for Detcom, Comsab, key figures, top functionaries, etc. The Security Index Card, however, should contain the code word applicable, that is, Detcom, Comsab or both. (See model Security Index Card attached)

(4) In the event of the transfer of the subject of a Security Index Card which card has been tabbed for Detcom, Comsab, or both, such tabbing is automatically deleted by both the new office of origin and the Bureau. It is, therefore, incumbent upon the new office of origin to consider the subject in the light of these programs and determine if the subject is to be tabbed under

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either or both of these programs. The new office of origin should so advise the Bureau. This rule is similar to that governing the transfer of Security Index Card subjects who have been designated key figures. Such a designation is immediately deleted upon the transfer. (See revised Form FD128 attached)

(5) Obviously, if an individual no longer fits the standards under either the Detcom or Consab programs, such designation should be deleted. It is expected, therefore, that you will follow this matter closely in line with the general principles that the Security Index and all information appearing therein is at all times in a current status.

#### KEY FIGURES

Previous instructions concerning the method by which the key figure list is to be maintained are again called to your attention. You will note that the Bureau does not require a specific method. The number of key figures a particular office has will govern the method which is used. The list may be kept by a simple list system, by maintaining a file wherein all additions and deletions to the list are reported or by a card index system. The Bureau does not desire, however, that the Security Index cards of any key figures be tabbed as such. The key figure list should be maintained separate from the Security Index. Of course, all key figures will be tabbed under the Detcom program. It should be clearly borne in mind that the Security Index is an apprehension list and the key figure list is but an administrative set-up.

#### SPECIAL SECTION OF THE SECURITY INDEX

For your information, the Bureau maintains a section in the Security Index at the Seat of Government labeled "Special." Cards on individuals falling into the following categories are kept in this section:

- (1) Government employees
- (2) Atomic Energy Program employees and subjects
- (3) Espionage subjects
- (4) Prominent individuals
- (5) United Nations Secretariat
- (6) Foreign government employees

A similar special section shall not be set up by any Bureau field office without specific Bureau authority.

For your confidential information the Security Index Cards maintained at the Seat of Government have been reproduced in IBM Cards and it is, therefore, possible for the Bureau to categorically separate into any given type or combination of types all the Security Index Cards presently in file. Any tabulation or listing of the cards by the following information or combinations can be obtained,



Name, Race, Sex, Citizenship, Organizational affiliations, Dangerous classification (Detcom or Comsab), Date of Birth, Country of Birth, Bureau file number and office of origin. Vital industry or strategic installation designation will also be available when that program has been completed.

All individuals appearing in this section will be given individual attention in the event of an emergency.

#### COMMUNIST INDEX

In order that the Communist Index will be uniformly understood, arranged, and handled throughout the field the following complete instructions are being set out concerning it. Where instructions conflict with previously issued instructions regarding this index this Bulletin will govern.

##### (1) PURPOSE

The Communist Index should be prepared so as to have a ready record in the way of a complete alphabetical index separate and distinct from the general office indices representing those identified persons who, in the light of ever changing conditions, should be continually borne in mind from the standpoint of the security of the country with a view to possible investigation, interrogation, or action under the Security Index program.

Within this purpose the Index may additionally serve as an administrative aid and working index reflecting a central repository of the names of all individuals having an affiliation with the Communist Party or similar ideological groups.

##### (2) INDIVIDUALS TO BE INCLUDED

This Index should contain the names and other information as to those persons who may be described as Communists in the broad sense of the word. Therefore it will include those persons who have been affiliated with the Communist Party or other similar ideological groups and as such have (1) been present or past subjects of Security Index Cards, (2) been reported past or present members or (3) thru their activities and expressed sympathies strongly indicated affiliation or agreement with such ideologies.

##### (3) CONTENTS OF THE INDEX CARD:

The card should contain the following information where available:

- (a) Name and aliases
- (b) Field Office file number
- (c) Position in the Party
- (d) Place of residence
- (e) Place of employment

- (f) Citizenship
- (g) Source and date information received
- (h) A general statement to be included, if necessary, by the reviewing Agent which will assist for evaluation purposes in determining whether the Communist in question is potentially or actually dangerous.

If it is desired that additional information appear on the card, the Bureau should be advised as to the exact type of information so desired to be placed on the card, and consideration will be given by the Bureau to authorizing such additional information. However, before the Bureau will authorize additional information, it will be incumbent upon the particular office to show that such information serves a day to day value. Additionally, if other information is added thereon, the office will be under an obligation to keep such additional information in a current and up-to-date status at all times.

(4) ARRANGEMENT AND PHYSICAL SET-UP OF THE INDEX

Index Cards should be maintained in a strictly alphabetical arrangement. No breakdowns or sub-divisions should be made as to organizational affiliation, geographical location, etc. The card should preferably be a 3" x 5" plain white card.

Again, if any special breakdown or arrangement of the index is desired, Bureau authority will be needed and a special communication should be sent to the Bureau setting forth the nature of the breakdown or arrangement and the day to day value of such a special arrangement.

(5) TRANSFERS, REMOVALS AND DELETIONS OF CARDS

Communist Index Cards should be maintained in the Index indefinitely and no project should be undertaken to keep the Index in a current status. Individual cards should be retained in the Index even though a subject moves to a place within the jurisdiction of another field division, is imprisoned, enters military service, or departs from the Continental United States or territorial possessions. Cards may be destroyed if it is found that they should rightfully never have been prepared in the first instance or upon the death of a subject. No investigative or administrative effort should be expended solely, however, to purge the Index of deceased individuals or to keep the cards in an up-to-date status. It is mandatory only to destroy Communist Index cards on individuals who subsequently become confidential national defense informants or established sources of information in the national defense field.

ESPIONAGE AND FOREIGN INTELLIGENCE INVESTIGATIONS DEVELOPING INFORMATION CONCERNING INDIVIDUALS WHO SHOULD BE CONSIDERED FOR THE SECURITY INDEX PROGRAM

Individuals investigated during the course of the above type of cases should constantly be borne in mind for inclusion in the Security Index. If the

individual otherwise meets the standards of potential dangerousness or dangerousness required for the inclusion of his name in the Security Index and your office is not in a position to give this individual continuous investigative and surveillance attention in the event of an emergency he should be included in the Security Index. He must also be borne in mind for inclusion in the Communist Index. It will be the primary responsibility of the investigating agent and the supervising official in the Field to make the appropriate recommendation for the preparation of a Security Index Card. At the time the recommendation is made there must be borne in mind the necessity of having a summary type report concerning the subject's activities prepared if a report or reports have not previously been prepared on him as an individual for submission to the Division of Records of the Department of Justice. The fact that an individual is an espionage subject should not alone deter the preparation of a Security Index Card, in view of the fact that such an individual will be carried in the Special Section of the Security Index. Form FD122 will carry in the caption the appropriate character under which the subject was investigated e.g. "John Doe - Espionage - R."

LOYALTY OF GOVERNMENT EMPLOYEE INVESTIGATIONS DEVELOPING INFORMATION OF INTEREST TO THE SECURITY INDEX PROGRAM

All cases investigated under the character of Loyalty of Government Employees where any disloyal information is developed should be considered under the Security Index Program. It is incumbent upon each Agent conducting such investigation to call the attention of the appropriate field supervisor, having charge of the Security Index, to the case in order that it may be given such attention. At the same time if it is deemed inadvisable to place the subject of a loyalty investigation on the Security Index because the investigation fails to reflect sufficient disloyal information warranting the preparation of such a card, the individual should, of course, also be considered as being the possible subject of a Communist Index Card. Obviously if the Communist Index is to become a comprehensive compilation of individuals of interest to the internal security it would be seriously incomplete without numerous individuals considered under the loyalty program.

In this connection your attention is again directed to Bureau Bulletin No. 28, Series 1948 wherein instructions were issued that in a loyalty investigation where an office conducts investigation in an area not covering the residence of the individual and develops information of a disloyal nature reports must be submitted to the office covering the residence area. It is noted that in numerous cases this practice has not been followed, even in cases where Security Index Cards are presently on file on such subjects.

Where an individual, who has been investigated under the loyalty program, is also the subject of a Security Index Card it is desired that a dual character be used in reports namely Loyalty of Government Employees; Security Matter - C. This will insure that the reports are also given appropriate consideration by the Security Index Desk at the Bureau as well as in the field. The reports should, of course, be written according to the standards prevailing for loyalty reports.

10-19-49  
SAC LETTER NO. 97  
Series 1949

UNRECORDED  
10-19-49

OTHER INVESTIGATIONS DEVELOPING INFORMATION OF INTEREST TO THE SECURITY INDEX PROGRAM

In all other types of investigations, exclusive of espionage, foreign intelligence, security, and loyalty cases, which are covered separately, it is desired that the investigating agent bring the reported case to the attention of the appropriate supervising official of the Security Index and the Communist Index where information is developed which could warrant the preparation of either or both of the Index cards. This, of course, will include Atomic Energy Act investigations, Voice of America Applicant investigations, Departmental Applicants, Bureau Applicants, etc.

Where an individual is so investigated and he is presently the subject of a Security Index Card, a letter should be directed to the Bureau at the time the report is submitted advising that the individual is a Security Index Card subject. This must be done in order to insure that the reports will receive attention by the Security Index Desk at the Seat of Government.

Obviously any individual who can be considered dangerous in the event of an emergency and fitting the standards for the Security Index should be included irrespective of the character of the investigation conducted of him by the Bureau. Should such an individual ever commit an act of hostility against the United States it will be no defense for the Bureau that we had never conducted a security type investigation of him but only, for example, an applicant type investigation.

CONFIDENTIAL NATURE OF THE SECURITY INDEX PROGRAM

As previously reiterated on several occasions no mention must be made in any investigative report relating to the classifications of top functionaries and key figures, nor to the Detcom or Comsab Programs, nor to the Security Index or the Communist Index. These investigative procedures and administrative aids are confidential and should not be known to any outside agency.

The revised forms FD128 and FD122 should be placed in the FBI Form Book and Form FD119 deleted.

NATIONALISTIC TENDENCY INVESTIGATIONS DEVELOPING INFORMATION CONCERNING  
INDIVIDUALS WHO SHOULD BE CONSIDERED FOR THE SECURITY INDEX PROGRAM

The purpose of investigations in this classification is to discharge the Bureau's responsibilities in the field of internal security by obtaining, correlating and coordinating information dealing with individuals and organizations whose activities could be considered inimical to the best interests of the United States, having in mind the known policies of the Government. Individuals whose activities are designed to promote the interests of another government, as opposed to the interests of the United States Government, should be considered for investigation. The object of such investigations is to obtain information to protect the immediate interests of the United States and to afford evidence and information which will permit prosecution or appropriate detention or other action against such individuals in the event of a national emergency.

All individuals whose activities and connections extend to the operations of a foreign government's agents, officials and organizations, known or suspected, should be considered for investigation under this classification. If the investigation indicates a specific violation, such as espionage or a violation of the Foreign Agents Registration Act, the character of the case should, of course, be changed to reflect the proper violation.

It is imperative that individuals investigated in this category be constantly borne in mind for inclusion in the Security Index. In the event a subject investigated in this classification meets the standards of potential dangerousness, even though he is not a Communist, a recommendation should be immediately made for the preparation of a Security Index card. He should also be considered for inclusion, when proper, in the Communist Index. It is a primary responsibility of the investigating Agent and the supervising official in the Field to make the appropriate recommendation for the preparation of Security Index cards. The Security Index and Communist Index shall not be mentioned in any investigative report since reports in this classification will be disseminated to the intelligence agencies, where the information contained therein may be of interest to them, in the same manner as reports are distributed concerning Communists.

PURPOSE

The general purpose for the above-mentioned changes is to clearly separate Internal Security - Nationalistic Tendency cases from cases dealing with the activities of and the membership of the Communist Party - USA, and other domestic groups.

10-21-49

Considerable confusion has been noted, both at the Seat of Government and in the Field, in assigning classification numbers to Internal Security - Nationalistic Tendency investigations. Many of the present pending cases are carried under the " " classification. It will not be necessary to change the file numbers of these pending cases, but the character of all pending cases should be changed to conform with the standards set forth above, and all new cases should be opened under the " " classification number. The " " classification number shall be utilized only for the handling of investigations under the characters, Security Matter - C and Internal Security - C, and other domestic groups of similar character.

October 12, 1949

The Assistant to The Attorney General  
DIRECTOR, FBI

SECURITY INDEX LIST PERSONAL & CONFIDENTIAL

There is attached hereto a current list of individuals identified by their date of birth which individuals are presently maintained by this Bureau on the Security Index List.

This Security Index List is confidential and it is requested that it be given utmost security.

Attachment



*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DIRECTOR, F.B.I.

DATE: November 3, 1949

FROM : SAC, OKLAHOMA CITY

SUBJECT: SECURITY INDEX INVESTIGATIVE PROCEDURES, -  
ADMINISTRATIVE HANDLING, AND RELATED MATTERS

Reference is made to SAC Letter No. 97, Series 1949, dated October 19, 1949, which contains information concerning the contents and appearance of Security Index Cards.

For purposes of uniformity and in an effort to save agent and stenographic time, it has been suggested that a form Security Index Card might be prepared containing the information set forth in referenced letter. Much of the information required on the front of the Security Index Card could appear on a form and would require little typing in the field. With regard to the reverse side of the Security Index Card, it has been suggested that in addition to the information contained in the uniform field photograph stamp a notation might be made in a form Security Index Card requesting information such as the subject's possession of firearms or his potential dangerousness.

The above suggestions are submitted for the Bureau's consideration.



SAC, Oklahoma City

November 28, 1949

Director, FBI

SECURITY INDEX INVESTIGATIVE PROCEDURES -  
ADMINISTRATIVE HANDLING, AND RELATED MATTERS

Reurlet November 3, 1949 and SAC Letter 97, Series 1949.

EX-9  
In connection with your suggestions that a form be prepared to be used as the Security Index card, please be advised that this matter was considered in connection with SAC Letter 97. However, a form Security Index card with appropriate spaces calling for the required information would save no typing time at either the SOO or in the field. The specific information required in each individual case would still have to be placed on the card through a typing operation even though the spaces calling for the information were set forth.

In connection with the item of description made relating to the subject's possession of firearms or his potential dangerousness under the uniform bureau regulations concerning descriptions, such information, if available, should obviously be placed thereon whether or not a blank space is especially prepared for such information.

21X1

Office Memorandum • UNITED STATES GOVERNMENT

DATE: 11-7-49

TO :

FROM :

SUBJECT: SECURITY INDEX CARD STATISTICS

There is attached hereto a table showing by Field Office the total number of security index cards in our files. This table indicates the sex of persons involved, the nationalistic tendency, the citizenship status, the dangerousness classification.

These statistics are based on Statistical Section records as of October 31, 1949.

SECURITY INDEX CARD STATISTICS - BY FIELD OFFICES  
Based on Statistical Section Records as of October 31, 1949

Office	Total	SEX		NATIONALISTIC TENDENCY							CITIZENSHIP STATUS				CLASSIFICATION (1)	
		Male	Female	CON	SWP	ISL	PR	ALL	REL	FA	NATURAL	NATURAL	ALIEN	UNKNOWN	DC	CS
Total	11259	5240	5019	10270	211	25	70	2	1		2701	2155	270	103	3174	1264
ALBA	138	101	37	138							107	27	1	3	44	13
ANCH	5	5		5							5				3	1
ATLA	7	7		7							7					
BALT	242	159	83	242	2	1					121	47	1	3	129	79
BIRM	12	10	2	12							12				8	4
BOST	312	210	102	312	5						243	62	4	3	62	18
BUFF	223	167	56	223	13	1					173	42	3	3	59	1
BUTT	72	54	18	72							54	9			17	2
CHAR	26	24	2	26							24	1			7	7
CHI	354	405	149	354	5						304	142	23	3	170	31
CIN	148	121	27	148							127	18	2	1	20	
CLEV	322	230	92	322	11						243	70	5	2	127	4
DALL	50	26	24	50							23		2		7	2
DENV	92	73	19	92							81	9	1	1	16	1
DET	505	406	99	505	20	3					387	123	12	3	106	23
ELPA	33	24	9	33							34	1		1	3	2
HONO	20	74	16	90							81	3	4	2	22	9
HOUS	55	36	19	55	2						37	2	2		18	3
INDI	182	143	39	182	1						152	44	6		28	13
KANS	21	14	7	21							19	2			6	
KNOX	11	9	2	11							10	1				
LITT	3	3		3							7	1			6	
LOSA	1384	1038	346	1384	19	1					1104	362	31	7	243	14
LOUI	5	5		5							5				3	1
MEMP	13	10	3	13							12		1		2	
MIAM	61	46	15	61							42	17		2	8	3
MILW	152	124	28	152							120	29	1	2	22	12
MINN	238	202	36	238	32						224	27	7		21	47
MOBI	4	4		4							4				2	
NEW	487	369	118	487	8						369	105	6	7	133	31
NEI	205	187	18	205	3						202	36	3	4	36	11
NEHO	70	59	11	70							57	10	2	1	33	7
NEWY	2202	1637	565	2202	36	10	11				1644	504	87	27	333	201
NORF	8	5	3	8							7	1			3	2
OKLA	41	34	7	41							41			1	6	20
OMAH	17	12	5	17							16				6	
PHIL	350	390	160	350	11	1					433	111	6		134	68
PHOE	58	39	19	58							44	13		1	17	17
PITT	163	131	32	163	5						115	49	4		33	23
PORT	32	23	9	32							29	10	3		37	10
RICH	13	14	4	13							17		1		3	1
SALO	148	105	43	148	5						126	20	2		33	6
SALT	61	49	12	61							59	1	1		20	3
SANA	5	5		5							5				2	
SAND	64	58	6	64							49	11	4		12	4
SANF	1096	780	316	1096	26	6					905	149	32	12	426	319
SANJ	114	110	4	114							111	1	1	1	2	1
SAVA	1	1		1							1					
SEAT	364	287	77	364	7						345	29	8	2	202	156
SPRI	79	63	16	79							64	11	2	2	17	3
WASH	157	105	52	157							115	35	2	3	37	15

(1) The figures shown under "DC" include those shown under "CS".

ENC 1

22  
Change to 24-1

November 17, 1949

SAC, Knoxville

Director, FBI

SECURITY INDEX

SECURITY INVESTIGATIONS OF INDIVIDUALS

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's list statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Telecom and Consab tabbing, and the date of birth of each subject.

You are requested to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual concerned. The memorandum to the Bureau should be attached to the list.

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with the red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab tabbings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 23, 1947. This list and any attachments should be returned by registered mail return receipt requested.

26-4

SAC, Los Angeles

November 18, 1949

Director, FBI

SECURITY INDEX

AIR MAIL  
REGISTERED MAIL  
RECEIPT REQUIRED

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, letcom and consas tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c."

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or additions:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual concerned. The memorandum to the Bureau should be attached to the list.

(d) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous, the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab tabbings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS." All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 23, 1949. This list and any attachments should be returned by registered mail, return receipt requested.

24

The Assistant to the Attorney General

November <sup>21</sup>~~22~~, 1949

Director, FBI

PERSONAL AND CONFIDENTIAL

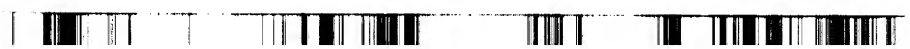
SECURITY INDEX LIST

CONFIDENTIAL

There is attached hereto a current list of the individuals maintained on the Security Index of this Bureau. They are identified by their name and date of birth.

It is requested that the existence of this list be kept confidential and that the list itself be given utmost security.

Attachment





25 changed to 22-2  
Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 11/21/49

FROM : SAC, ANCHORAGE

AIR MAIL

REGISTERED MAIL

RETURN RECEIPT REQUESTED

SUBJECT: SECURITY INDEX  
ANCHORAGE OFFICE

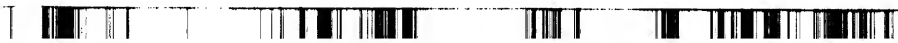
Rebulet 11/17/49.

Enclosed find attachment to referenced Bulet which lists Security Index Subjects presently carried in the Anchorage Office.

The only correction made on the attachment was the placing of the letter "C" after the name of \_\_\_\_\_, whose name has been deleted from the Security Index in this office.

164  
ENCL.

Enclosure



26 changed to 49-2

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, Savannah  
SUBJECT: SECURITY INDEX

DATE: November 22, 1949

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

Rebulet November 17, 1949.

There is being returned herewith the list furnished by referenced letter which has been checked and found to be correct.

10432

27  
changed to  
10-3

STANDARD FORM NO. 64

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: November 23, 1949

FROM : SAC, CINCINNATI

59804

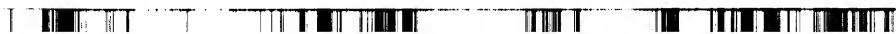
SUBJECT: SECURITY INDEX

*Checked* *11-1*

Rebulet dated November 17, 1949.

There is being returned herewith the original list enclosed in rebulet together with executed FD-122 forms showing changes necessary to have the Security Index cards agree.

Encl. (22) REGISTERED MAIL - RETURN RECEIPT REQUESTED



SAC, Milwaukee

November 17, 1949

Director, FBI

① SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

② SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's FBI statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcon and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

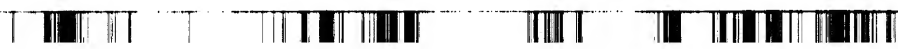
(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

(2) Data set forth concerning each individual:



(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.



46-1

SAC, San Diego

November 17, 1949

Director, FBI

SECURITY INDEX

AIR MAIL  
REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

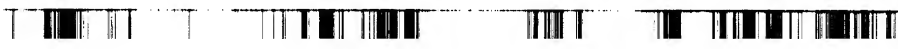
Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:

- (a) Sex. If the sex of the subject appears to be erroneously set forth, the error may be designated by merely encircling with a red pencil.



46-1

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

3-  
61-1  
SAC, Mobile

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBH statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:



61-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

31  
Chas. D. 16-1

SAC, El Paso

11-17-49

DIRECTOR, FBI

SECURITY INDEX

REGISTERED MAIL

RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's ISM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, as shown for the individual case file. The memorandum to the Bureau should be attached to the file.

31  
Changed to 16-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 23, 1949. This list and any attachments should be returned by registered mail return receipt requested.

32  
Change to 23-1

SAC, Kansas City

11-17-49

DIRECTOR, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are requested to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with the red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab tabblings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case; and attached to the list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

Changed to 45-1

SAC, San Antonio

November 17, 1949

Director, FBI

SECURITY INDEX

AIR MAIL  
REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation

33  
Ch. 45-1

and indicate the correct organizational affiliation or nationalistic tendency.

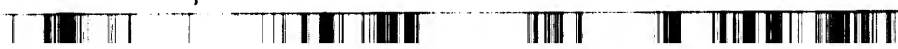
(c) Detcom and Consab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.



34  
Changed to 56-1

SAC, Norfolk

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Dotcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.



34  
Changed to 56-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

35  
changed to 12-1

SAC, Dallas

11-17-49

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

35  
Change to 12-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

36  
Ch yek to 52-1

SAC, Springfield

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS  
OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

Changed to 52-1<sup>36</sup>

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 20, 1949. This list and any attachments should be returned by registered mail return receipt requested.



37  
Changed to 32-7

SAC, New Haven

November 17, 1949

Director, FBI

REGISTERED MAIL  
RECEIVED BY ADDRESSEE

① SECURITY INDEX

① SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's list as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Watson and Comstock tabbing, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

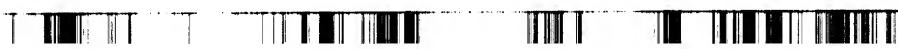
- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or additions:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:



*Changed to 32-7*

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabbing:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbing, a Form FD-112 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth date, a Form FD-112 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 26, 1943. This list and any attachments should be returned by registered mail return receipt requested.

Wason \_\_\_\_\_  
 Add \_\_\_\_\_  
 Lutz \_\_\_\_\_  
 Levin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Har \_\_\_\_\_  
 Mr. Room \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Gandy \_\_\_\_\_

Change to 15-2

SAC, Detroit

11-17-49

DIRECTOR, FBI

X ③ SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

## SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBI statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

## (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

## (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

## (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

## (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.



38  
Changed to 15-2

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

39  
Changed 53-1

SAC, Washington Field

11-17-49

Director, FBI

SECURITY INDEX

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcon and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

39  
Changed to 53-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

40  
At 7-1

~~SAC, Butte~~

11-17-49

~~Director, FBI~~

~~SECURITY INDEX~~

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

~~SECURITY INVESTIGATIONS OF INDIVIDUALS~~

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

40  
Changed to 7-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency.

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings.

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

Attached  
Sent

41  
Changed to 31-2

SAC, Newark

November 18, 1949

Director, FBI

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INDEX

There is attached hereto a complete list of security index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

41  
Change to 31-2

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabbing:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

Leon \_\_\_\_\_  
Ed \_\_\_\_\_  
Walt \_\_\_\_\_  
Vin \_\_\_\_\_  
John \_\_\_\_\_  
M \_\_\_\_\_  
P \_\_\_\_\_  
O \_\_\_\_\_  
Room \_\_\_\_\_  
\_\_\_\_\_

42  
Ch fd to 38-2

SAC, Phoenix

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's INI statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Latcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:



Changed to 38-2<sup>42</sup>

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcon and Consab Tabblings:

The Detcon subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcon subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1947. This list and any attachments should be returned by registered mail return receipt requested.

43  
Changed to 28-1

SAC, Memphis

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IDI statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:

/

43  
Changed to 28-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

44  
changed to 35-1

SAC, Oklahoma City

November 18, 1949

Director, FBI

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INDEX

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Letcom and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations

Merely mark on the list to the left side of the name a small "c".

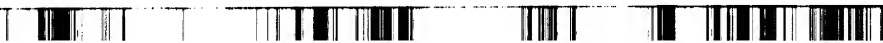
(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

(2) Data set forth concerning each individual:



44  
Changed to 35-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list:

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

45  
Changed to 19-1

11-17-40

11-17-40

11-17-40

11-17-40

11-17-40

# SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of individuals who are being investigated for possible espionage, sabotage, or other activities which may be harmful to the national defense. This list was prepared on October 31, 1940. It will now be 11-17-40 is the date of this letter. The list is being sent to you for your information and for your use in the investigation of the individuals named therein. It is requested that you check the list against your own records and report any discrepancies to the Bureau.

You are requested to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

45  
Changed to 19-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with the red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab tabbings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

Change 1 to 2-1

SAC, Atlanta

11-17-49

DIRECTOR, FBI

SECURITY INDEX

REGISTERED MAIL

RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Setcon and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

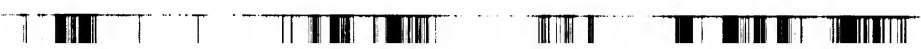
(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

Data set forth concerning each individual:





46  
Chas. L. To 2-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

Attchment

47  
changed to 44-1

SAC, Salt Lake City

November 17, 1949

Director, FBI

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INDEX

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IIM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

/

47  
Changed to 44-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 23, 1949. This list and any attachments should be returned by registered mail return receipt requested.

11-17-10

1. *Chlorophyll a* (Chl *a*)  
 2. *Chlorophyll b* (Chl *b*)  
 3. *Chlorophyll c* (Chl *c*)  
 4. *Chlorophyll d* (Chl *d*)  
 5. *Chlorophyll e* (Chl *e*)  
 6. *Chlorophyll f* (Chl *f*)  
 7. *Chlorophyll g* (Chl *g*)  
 8. *Chlorophyll h* (Chl *h*)  
 9. *Chlorophyll i* (Chl *i*)  
 10. *Chlorophyll j* (Chl *j*)  
 11. *Chlorophyll k* (Chl *k*)  
 12. *Chlorophyll l* (Chl *l*)  
 13. *Chlorophyll m* (Chl *m*)  
 14. *Chlorophyll n* (Chl *n*)  
 15. *Chlorophyll o* (Chl *o*)  
 16. *Chlorophyll p* (Chl *p*)  
 17. *Chlorophyll q* (Chl *q*)  
 18. *Chlorophyll r* (Chl *r*)  
 19. *Chlorophyll s* (Chl *s*)  
 20. *Chlorophyll t* (Chl *t*)  
 21. *Chlorophyll u* (Chl *u*)  
 22. *Chlorophyll v* (Chl *v*)  
 23. *Chlorophyll w* (Chl *w*)  
 24. *Chlorophyll x* (Chl *x*)  
 25. *Chlorophyll y* (Chl *y*)  
 26. *Chlorophyll z* (Chl *z*)  
 27. *Chlorophyll aa* (Chl *aa*)  
 28. *Chlorophyll ab* (Chl *ab*)  
 29. *Chlorophyll ac* (Chl *ac*)  
 30. *Chlorophyll ad* (Chl *ad*)  
 31. *Chlorophyll ae* (Chl *ae*)  
 32. *Chlorophyll af* (Chl *af*)  
 33. *Chlorophyll ag* (Chl *ag*)  
 34. *Chlorophyll ah* (Chl *ah*)  
 35. *Chlorophyll ai* (Chl *ai*)  
 36. *Chlorophyll aj* (Chl *aj*)  
 37. *Chlorophyll ak* (Chl *ak*)  
 38. *Chlorophyll al* (Chl *al*)  
 39. *Chlorophyll am* (Chl *am*)  
 40. *Chlorophyll an* (Chl *an*)  
 41. *Chlorophyll ao* (Chl *ao*)  
 42. *Chlorophyll ap* (Chl *ap*)  
 43. *Chlorophyll aq* (Chl *aq*)  
 44. *Chlorophyll ar* (Chl *ar*)  
 45. *Chlorophyll as* (Chl *as*)  
 46. *Chlorophyll at* (Chl *at*)  
 47. *Chlorophyll au* (Chl *au*)  
 48. *Chlorophyll av* (Chl *av*)  
 49. *Chlorophyll aw* (Chl *aw*)  
 50. *Chlorophyll ax* (Chl *ax*)  
 51. *Chlorophyll ay* (Chl *ay*)  
 52. *Chlorophyll az* (Chl *az*)  
 53. *Chlorophyll aza* (Chl *aza*)  
 54. *Chlorophyll abz* (Chl *abz*)  
 55. *Chlorophyll acz* (Chl *acz*)  
 56. *Chlorophyll adz* (Chl *adz*)  
 57. *Chlorophyll aez* (Chl *aez*)  
 58. *Chlorophyll afz* (Chl *afz*)  
 59. *Chlorophyll agz* (Chl *agz*)  
 60. *Chlorophyll ahz* (Chl *ahz*)  
 61. *Chlorophyll aiz* (Chl *aiz*)  
 62. *Chlorophyll ajz* (Chl *ajz*)  
 63. *Chlorophyll akz* (Chl *akz*)  
 64. *Chlorophyll alz* (Chl *alz*)  
 65. *Chlorophyll amz* (Chl *amz*)  
 66. *Chlorophyll anz* (Chl *anz*)  
 67. *Chlorophyll aoz* (Chl *aoz*)  
 68. *Chlorophyll apz* (Chl *apz*)  
 69. *Chlorophyll aqz* (Chl *aqz*)  
 70. *Chlorophyll arz* (Chl *arz*)  
 71. *Chlorophyll asz* (Chl *asz*)  
 72. *Chlorophyll atz* (Chl *atz*)  
 73. *Chlorophyll auz* (Chl *auz*)  
 74. *Chlorophyll avz* (Chl *avz*)  
 75. *Chlorophyll awz* (Chl *awz*)  
 76. *Chlorophyll axz* (Chl *axz*)  
 77. *Chlorophyll ayz* (Chl *ayz*)  
 78. *Chlorophyll azz* (Chl *azz*)  
 79. *Chlorophyll azaa* (Chl *aza*  
 80. *Chlorophyll abz* (Chl *abz*)  
 81. *Chlorophyll acz* (Chl *acz*)  
 82. *Chlorophyll adz* (Chl *adz*)  
 83. *Chlorophyll aez* (Chl *aez*)  
 84. *Chlorophyll afz* (Chl *afz*)  
 85. *Chlorophyll agz* (Chl *agz*)  
 86. *Chlorophyll ahz* (Chl *ahz*)  
 87. *Chlorophyll aiz* (Chl *aiz*)  
 88. *Chlorophyll ajz* (Chl *ajz*)  
 89. *Chlorophyll akz* (Chl *akz*)  
 90. *Chlorophyll alz* (Chl *alz*)  
 91. *Chlorophyll amz* (Chl *amz*)  
 92. *Chlorophyll anz* (Chl *anz*)  
 93. *Chlorophyll aoz* (Chl *aoz*)  
 94. *Chlorophyll apz* (Chl *apz*)  
 95. *Chlorophyll aqz* (Chl *aqz*)  
 96. *Chlorophyll arz* (Chl *arz*)  
 97. *Chlorophyll asz* (Chl *asz*)  
 98. *Chlorophyll atz* (Chl *atz*)  
 99. *Chlorophyll auz* (Chl *auz*)  
 100. *Chlorophyll avz* (Chl *avz*)  
 101. *Chlorophyll awz* (Chl *awz*)  
 102. *Chlorophyll axz* (Chl *axz*)  
 103. *Chlorophyll ayz* (Chl *ayz*)  
 104. *Chlorophyll azz* (Chl *azz*)  
 105. *Chlorophyll azaa* (Chl *aza*  
 106. *Chlorophyll abz* (Chl *abz*)  
 107. *Chlorophyll acz* (Chl *acz*)  
 108. *Chlorophyll adz* (Chl *adz*)  
 109. *Chlorophyll aez* (Chl *aez*)  
 110. *Chlorophyll afz* (Chl *afz*)  
 111. *Chlorophyll agz* (Chl *agz*)  
 112. *Chlorophyll ahz* (Chl *ahz*)  
 113. *Chlorophyll aiz* (Chl *aiz*)  
 114. *Chlorophyll ajz* (Chl *ajz*)  
 115. *Chlorophyll akz* (Chl *akz*)  
 116. *Chlorophyll alz* (Chl *alz*)  
 117. *Chlorophyll amz* (Chl *amz*)  
 118. *Chlorophyll anz* (Chl *anz*)  
 119. *Chlorophyll aoz* (Chl *aoz*)  
 120. *Chlorophyll apz* (Chl *apz*)  
 121. *Chlorophyll aqz* (Chl *aqz*)  
 122. *Chlorophyll arz* (Chl *arz*)  
 123. *Chlorophyll asz* (Chl *asz*)  
 124. *Chlorophyll atz* (Chl *atz*)  
 125. *Chlorophyll auz* (Chl *auz*)  
 126. *Chlorophyll avz* (Chl *avz*)  
 127. *Chlorophyll awz* (Chl *awz*)  
 128. *Chlorophyll axz* (Chl *axz*)  
 129. *Chlorophyll ayz* (Chl *ayz*)  
 130. *Chlorophyll azz* (Chl *azz*)  
 131. *Chlorophyll azaa* (Chl *aza*  
 132. *Chlorophyll abz* (Chl *abz*)  
 133. *Chlor*

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

## SECURITY INVESTIGATIONS OF INDIVIDUALS

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the file.

48  
Changed to 8-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error is to be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 23, 1949. This list and any attachments should be returned by registered mail return receipt requested.

49  
Changed to 29-1

SAC, Miami

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL

RECEIVED NOV 18 1949

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IIM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or racialistic tendency, between and among listings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list shall be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

Charger<sup>AL</sup> 2<sup>49</sup> - 1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcon and Comsab Tabings:

The Detcon subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcon subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 20, 1949. This list and any attachments should be returned by registered mail return receipt requested.

50 changed to 49-1

SAC, Savannah

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL

RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Latcon and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:

- (a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

- (b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.



50  
Changed to 49-1

(c) Detcom and Consab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

SAC, Minneapolis

November 17, 1949

Director, FBI

REGISTERED MAIL  
RECEIVED NOV 18 1949

SECURITY INDEX

## SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's ISI statistics as of October 31, 1949. You will note the list is alphabetically arranged, reflecting the sex, organization & affiliation or anti-social tendency, Latent and Known listings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

## (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your index, it is desired that you handle the discrepancy as follows:

## (a) Recent cancellations:

Simply mark on the list to the left side of the name a small "c".

## (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet or card prepared in the manner of the attached listings.

## (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

## (2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and include the correct organizational affiliation or nationalistic tendency.

(c) Petcon and Consab Tabbing:

The Petcon subjects are indicated by the letters "PC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Petcon subjects. If discrepancy is noted in these tabbing, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by registered mail. This list and any attachments should be returned by registered mail, return receipt requested.

52  
Change to 21-1

SAC, Indianapolis

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IP statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbins, and the date of birth of each subject.

You are requested to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listins.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

52  
Changed to 21-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with the red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab tabbings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 23, 1949. This list and any attachments should be returned by registered mail return receipt requested.

- 2 -

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be indicated on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

53 changed to 11-2

SAC, Cleveland

11-17-49

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is noted, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

53 Changed to 11-2

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab Tabings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabbings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

54 Change to 34-4

SAC, New York

November 17, 1949

Director, FBI

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

2  
016  
SECURITY INDEX

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IIM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

(2) Data set forth concerning each individual:



(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 23, 1949. This list and any attachments should be returned by registered mail return receipt requested.

55 changed to 33-2

November 17, 1949

SAC, New Orleans

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's (IBM) statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalist tendency, Detcom and Ccmsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or additions:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:

55 Chd. jk to 33-2

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CB". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

56 changed to 42-2

SAC, St. Louis

November 17, 1949

Director, FBI

SECURITY INDEX

AIR MAIL  
REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IIM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsub tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Simply mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:

56 changed to 42-2

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 20, 1949. This list and any attachments should be returned by registered mail return receipt requested.

57 changed to 1-1

SAC, Albany

11-17-59

ADVISOR, FBI

SECURITY INDEX

RECEIVED FBI  
ALBANY 11-17-59

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IDM statistics as of October 31, 1959. You will note the list is alphabetically arranged and reflects the sex, organizational affiliation or nationalistic tendency, nation and Communist affiliations, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

(2) Data set forth concerning each individual;

57 Changes 1-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be corrected by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab Tablings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tablings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, forwarded to the Bureau by November 23, 1949. This list and any attachments should be returned by registered mail return receipt requested.

58 Changed to 10-2

SAC, Cincinnati

11-17-49

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
ENCLOSURE

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as indicated by the Bureau's list, dated October 31, 1949. You will note the list is alphabetically arranged by name; sex, organizational affiliation or occupational category, address and former aliases, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) ~~Red~~hit cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

)



58 changed to 10-2

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcon and Comsab Tabings:

The Detcon subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tagged by the Bureau as Detcon subjects. If a discrepancy is noted in these tabings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

59 changed to 41-1

SAC, Richmond

November 17, 1949

Director, FBI

REGISTERED MAIL

SECURITY INDEX

RECEIVED NOV 17 1949

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcon and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:

59 changed to 41-1

(a) Sex. If the sex of the subject appears to be erroneously set forth, the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcon and Comsab Tabbing:

The Detcon subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcon subjects. If a discrepancy is noted in these tabbings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

60 changed to 27-1

SAC, Louisville

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Dotcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual

60 Cheng St 27-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

61 Changed to 13-1

~~SAC, Denver~~

11-17-49

~~Director, FBI~~

~~SECURITY INDEX~~

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

~~SECURITY INVESTIGATIONS OF INDIVIDUALS~~

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IBM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

(1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

(a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

(b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

(c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

61 Ch qcto 13-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Consab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

62 changed to 36-1

November 17, 1949

SAC, Omaha

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's (IBM) statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein;

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:



62 changed to 36-1

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

63 changed to 39-2

SAC, Pittsburgh

November 17, 1949

Director, FBI

SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IEM statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Letcom and Comsab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

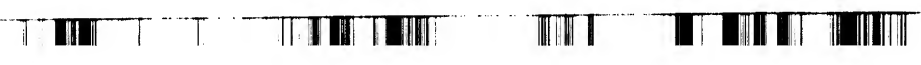
Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual:

/



(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

SAC, Philadelphia

November 17, 1949

X Director, FBI

X SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

## SECURITY INVESTIGATIONS OF INDIVIDUALS

There is attached hereto a complete list of Security Index card subjects in your office as reflected by the Bureau's IPH statistics as of October 31, 1949. You will note the list is alphabetically arranged reflecting the sex, organizational affiliation or nationalistic tendency, Detcon and Consab tabbings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

- (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your Index, it is desired that you handle the discrepancy as follows:

- (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

- (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the margin of the attached listings:

- (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

- (2) Data set forth concerning each individual: //

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcon and Consab Tabblings:

The Detcon subjects are indicated by the letters "DC" and the Consab subjects are indicated by the letters "CS". All the Consab subjects are also automatically tabbed by the Bureau as Detcon subjects. If a discrepancy is noted in these tabblings, a Form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a Form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

65 Changed to 6-1

SEC. 1.12.12

11-17-40

SEC. 1.12.12

SEC. 1.12.12

SEC. 1.12.12

SEC. 1.12.12

# SECURITY INVESTIGATIONS OF INDIVIDUALS

Give to each of Bureau's complete list of Security Index cases subjects in your office as reflected by the Bureau's list of subjects as of October 31, 1940. You will note the list is in alphabetical order, reflecting the sex, organizational affiliation or membership, location and current findings, and the date of birth of each subject.

You are instructed to immediately have this list checked against your Security Index for the following items:

## (1) The individuals listed therein:

If any discrepancy is found as to the individuals listed on the Bureau's list and your index, it is desired that you handle the discrepancy as follows:

### (a) Recent cancellations:

Merely mark on the list to the left side of the name a small "c".

### (b) Recent additions:

Any individuals that have been included since the preparation of this list should be set forth on a separate sheet of paper prepared in the manner of the attached listings.

### (c) Discrepancies that do not appear to result from a recent cancellation or addition:

If any discrepancy of this nature is found, a separate memorandum should be prepared on each case, captioned for the individual case file. The memorandum to the Bureau should be attached to the list.

65 change to 6-1

(2) Data set forth concerning each individual:

(a) Sex. If the sex of the subject appears to be erroneously set forth the error may be designated by merely encircling with a red pencil.

(b) Organizational affiliation or nationalistic tendency:

If this information appears to be erroneous the error should be noted by encircling with a red pencil the organizational affiliation and indicate the correct organizational affiliation or nationalistic tendency.

(c) Detcom and Comsab Tabblings:

The Detcom subjects are indicated by the letters "DC" and the Comsab subjects are indicated by the letters "CS". All the Comsab subjects are also automatically tabbed by the Bureau as Detcom subjects. If a discrepancy is noted in these tabblings, a form FD-122 should be prepared, captioned in the individual case, and the memorandum attached to this list.

(d) Birth data:

If a discrepancy is found in the birth data, a form FD-122 should be prepared, captioned in the individual case, and attached to this list.

This matter must be handled immediately and the list, together with any attachments made by you, returned to the Bureau by November 28, 1949. This list and any attachments should be returned by registered mail return receipt requested.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Fletcher  
FROM : Mr. Baumgardner  
SUBJECT: SECURITY INDEX MATTERS  
- GENERAL

DATE: November 16, 1949

The Minneapolis Office has suggested that the carbon copy of Form FD-122 which is returned to the field with the notation, "Prepare a Security Index Card," include the Bureau file number. This is believed to be a valuable suggestion and can be very easily accomplished by the Security Index desk at the time the copy is stamped with the quoted notation.

## ACTION:

Accordingly, if you approve, this procedure will be adopted by the Security Index desk.



SAC, Minneapolis

November 29, 1949

Director, FBI

SECURITY INDEX

Reurlet October 31, 1949, suggesting that the Bureau include on the copy of the form FD-122 returned to the Field Office the Bureau file number.

For your information, the Bureau will follow this practice in the future based on your recommendation.

Should you in the future possess any other suggestions relating to the handling of the Security Index and allied matters, you are urged to forward such suggestions to the Bureau.

67 changed to 15-1

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, Detroit

DATE: November 7, 1949

SUBJECT: SECURITY INDEX INVESTIGATIVE  
PROCEDURES - ADMINISTRATIVE HANDLING

Re SAC letter No. 97, series 1949 dated October 19, 1949 which sets forth new instructions concerning handling of the Security Index and establishes a "Model Security Index Card" in the interest of uniformity.

In accordance with instructions set out therein, steps have been taken to make the procedures of this office conform with instructions.

After reviewing the instructions it has been noted that this office has a particular local problem in that the city is large and it is necessary to operate the Security Index (from the standpoint of possible apprehension of Security Index Subjects) on a basis of breakdown by precincts. Outside the City of Detroit itself that problem does not arise and the balance of the Security Index (geographical section) is broken down by counties and cities within the jurisdiction of this office.

Attached hereto is a sample card and it is requested that the Bureau give permission for the use of this card as the Security Index Card for this office. It will be noted that the "Model Security Index Card" has been followed with very few changes and that those changes actually amount to only the addition of supplemental information. It is believed that the addition of that supplemental information on the Security Index Card will be of considerable convenience to this office and will facilitate the handling of the Security Index.

It will be noted that on the face of the card has been added a space for county and precinct designations. This is done inasmuch as a subsequent change of residence or employment may very well change the county and precinct designation for the particular individual and will necessarily result in a change in filing under the geographical section of the Index.

In addition, space has been added for the Bureau file number to be included, if known, so that that file number may be added to communications to the Bureau without the necessity of reviewing the file to obtain it.

ENCLOSURE ATTACHED

Letter to Director  
November 7, 1949

Re: SECURITY INDEX INVESTIGATIVE  
PROCEDURES - ADMINISTRATIVE HANDLING

67  
changed to  
15-1

*9/24/50 memo to  
Director  
Wait until  
for action* ② Instead of the designation "W- M" indicating color and sex of the Subject, we have listed the designations "Race" and "Sex." We have also added a space for "vital industry and code number" designations, which the Bureau has advised will be added in the future.

*OK* ③ On the reverse side of the suggested Security Index card is a space for the photograph and a space for the complete description of the Subject. It is felt that placing the complete description on the reverse side of the card will be of considerable aid in the event of the apprehension of Subjects on Security Index and it is believed very important (in event of apprehension) to know beforehand whether or not there are children in the family and if so, their number and ages.

*addition of  
precinct* ④ Also on the reverse side of the card and below the space for the description we have allowed space for city, county and precinct designations and the name of the police department that may be used to assist Agents in event of apprehension, if the same procedure is to be followed that was followed in World War Two.

*addition of  
precinct* The space for "apprehension assignment" is believed to be necessarily pertinent in event of possible apprehension of the Subjects on Security Index inasmuch as the data to be listed there will make the apprehension assignment a very simple procedure. It will permit the distribution of the "Geographical Section" cards bearing the Subjects' photographs and the rematching with the "Alphabetical Section" card subsequent to the apprehension and incarceration of each Subject.

*Whoa!* ⑤ While items are contained on the suggested Security Index Card which are not included on the "model Security Index Card" it is believed that this additional information will not materially aid to the time necessary in completing these cards, and in fact, it is suggested it will materially aid the administration of the Security Index in this office. Therefore, unless advised to the contrary, the Detroit Office will assume it has the Bureau's permission to use the attached suggested form as the Security Index Card in this office.

67  
changed to  
15-1

Name _____	RACE _____	_____
Alias _____	SEX _____	_____
_____	BIRTHDATE _____	DETCON _____
_____	BIRTHPLACE _____	CO S.A. _____
_____	VITAL INDUSTRY _____	DET. FILE _____
_____	CODE NUMBER _____	BUFILE _____
_____		
RESIDENCE	COUNTY & PRECINCT	EMPLOYMENT

ENC.

DESCRIPTION  
HEIGHT \_\_\_\_\_ EIGHT \_\_\_\_\_  
BUILD \_\_\_\_\_ COMP \_\_\_\_\_  
EYES \_\_\_\_\_ HAIR \_\_\_\_\_  
MARRIED \_\_\_\_\_ SPOUSE \_\_\_\_\_

CHILDREN (NAMES): \_\_\_\_\_  
(AGES): \_\_\_\_\_  
SCARS, MARKS, AND PECULIARITIES \_\_\_\_\_

MILITARY RECORD \_\_\_\_\_

CRIMINAL RECORD \_\_\_\_\_

DO NOT WRITE IN SPACE BELOW

CITY \_\_\_\_\_ PRECINCT \_\_\_\_\_

COUNTY \_\_\_\_\_

POLICE DEPT. \_\_\_\_\_ TEL. NO. \_\_\_\_\_

APPREHENSION ASSIGNMENT

SPECIAL AGENT \_\_\_\_\_

POLICE \_\_\_\_\_

DATE OF APPREHENSION \_\_\_\_\_

TIME \_\_\_\_\_

PLACE OF DETENTION \_\_\_\_\_

SEARCH DESIRED \_\_\_\_\_

EVIDENCE OBTAINED \_\_\_\_\_

PHOTOGRAPH

DATE PHOTOGRAPH TAKEN

SAC, Detroit

November 17, 1949

Director, FBI

SECURITY INDEX INVESTIGATIVE  
PROCEDURES -- ADMINISTRATIVE HANDLING

Reurlet, November 7, 1949.

The Bureau has reviewed your referenced communication and the enclosed sample Security Index card which you desire to use.

At this point the Bureau wishes to reiterate the statement set forth in SAC letter #97, that the Security Index and the cards should be maintained throughout the field as nearly uniform as possible. This especially applies to the arrangement of the information appearing on the card itself. Additionally the Bureau does not desire that any large scale project be instituted by the field altering or changing Security Index cards to conform with a set pattern. The changes should be made on a gradual basis as new cards are required.

Bearing this in mind the following suggestions which you have taken up concerning the Security Index card will be discussed.

## (1) County and Precinct Designation Column:

It appears to be unnecessary to set up a separate column for this designation. These items could be included in the address section by simply including the necessary data as part of the address, for example, John Doe, 12345 Main Avenue, Detroit, Michigan, (4). In a similar manner the county designation could be included where such is desired.

## (2) Bureau File Number:

The Bureau has no objection to the inclusion of the Bureau file number on the Security Index card directly below the file number of the Field Office.

## (3) Race and Sex:

The inclusion of these two words with appropriate blank spaces appears to serve no purpose and on the contrary calls for additional typing.

## (4) Vital Industry and Code Number:

Inasmuch as this program has not as yet been developed, the Bureau does not desire that any special designated blanks be set up for that information at the present time.

to 7 change to 15-1

(5) Descriptive Data:

The Bureau has no objection to your calling for information concerning minor children of the subject of a Security Index card and this item of information is, of course, a part of a complete description.

(6) City, Precinct, County and Police Department Information  
Relating to Apprehension Assignment:

The Bureau does not desire that space be allocated for this information by setting up the appropriate blanks even though the blanks are not to be completed at the present time. In view of the fact that many of the details cannot be worked out at the present time and even if they could be developed such matters are subject to too much change to presently include space on the Security Index card for them.

(7) In addition to the above specific comments, a perusal of the sample card which you furnished reflects that you have set forth certain items of information which call merely for a check mark or which call merely for completing with certain specific data. This is not believed desirable especially in connection with the Detcom and Consab programs. In the transferring of Security Index cards from one office to another, the appearance of such words can well be misconstrued to indicate that an individual had been considered under those programs by another office. Again the chance for erroneous indications in the blank spaces also presents itself. The words Detcom and Consab should not appear on the card unless the individual actually is so tabbed. Similarly you have identified a space for the Detroit file number. It is not believed that these words should be set forth, again for the reason that the Security Index card is transferred with a change of office of origin and such data will not be applicable to the new office and space on the card is consumed by the inclusion of those two words.

Accordingly, it is desired that you make your Security Index conform with SAC letter #97, Series 1949, and the instructions set forth therein.

68Chang 12-3

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: NOVEMBER 30, 1949

FROM : SAC, DALLAS

SUBJECT: SECURITY INDEX

Rebulet 11-17-49.

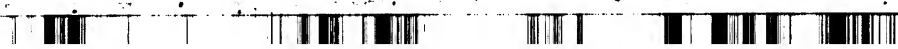
Re Dallas letter 11-23-49.

It was noted that the list prepared by the Bureau from Security Index IEM records as of October 31, 1949, did not reflect the birthdates of seven Security Index subjects.

The original FD 122 form letters were submitted on these seven subjects without the birthplace and birthdate, as this information was not known at that time.

This information has subsequently been obtained for six of these subjects. FD 122 form letters have been prepared reflecting the birth data on these six subjects and they are attached hereto. This information will be submitted on the one remaining security index subject, namely, Bureau File , as soon as it is obtained.

The six subjects on whom form letters are attached are listed below:





69 changed to 35-3

SAC, Oklahoma City

November 23, 1949

Director, FBI

SECURITY INDEX

Reference is made to the memorandum from your office covering the recent self-inspection made by you.

It is noted that you indicate that twenty individuals in the Security Index have been tabbed for Comsab, nine individuals have been tabbed for Detcom, and five individuals have been tabbed for both.

Your attention is directed to SAC Letter 97, dated October 19, 1949, wherein instructions are set forth requiring that all Comsab subjects should be tabbed under the Detcom Program for priority apprehension. It is presumed that you will make your Security Index conform with the instructions set forth in the referenced SAC Letter.

UNRECORDED Changed to

UNRECORDED  
11-25-49

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, Little Rock  
SUBJECT: Security Matter - C, w/as;  
Bureau File

DATE: 11-25-49

ReBulet dated 11-17-49 captioned "SECURITY INDEX".

This is to advise that the Security Index Card in  
regard to was transferred to the Salt Lake  
City Division by letter dated 7-18-49.

The Bureau's files should be accordingly adjusted.

70 Changes to

9-6

STANDARD FORM NO. 64

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: December 12, 1949

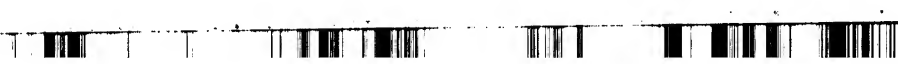
FROM : SAC, Chicago

SUBJECT: *CONFIDENTIAL*  
CHICAGO OFFICE

Re Chicago letter to Bureau dated December 2, 1949, which returned to the Bureau a list of Security Index subjects of the Chicago Office, which also contains certain internal material relating to the subjects.

It has been ascertained that through inadvertence certain errors occurred in respect to the organizational affiliations of the following listed subjects in the Chicago Security Index. They are listed hereafter with the correct organizational affiliation or nationalistic tendency appearing after their names:

It is respectfully requested that the Bureau correct its Security Index records pertaining to these individuals.



STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: November 23, 1949

FROM : SAC, Denver

SUBJECT: SECURITY INDEX SUBJECTS  
DENVER DIVISION  
CORRECTED BIRTHDATES

71 changed  
to  
13-2

just

Indivision 1220  
1/5/50

72 changed to 41-2  
Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI  
FROM : SAC, Richmond  
SUBJECT: SECURITY INDEX

DATE: November 23, 1949

Re Bulet of 11-17-49.

The Security Index cards of Richmond Office are in conformity with the list prepared by the Bureau which is attached with the exception of the card as to in that the month and date of birth is indicated in the attached form FD 122. It will also be noted that in the attached letter as to , no Security Index card has ever been maintained as to this particular individual.

JEL:JCS

Enclosures

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

Federal Bureau of Investigation 73 changed to 42-3  
United States Department of Justice  
Post Office Drawer V, Plaza Station  
Saint Louis 1, Missouri

November 25, 1949

Director, FBI

list  
Re: SECURITY INDEX

AIR MAIL

REGISTERED MAIL

RETURN RECEIPT REQUESTED  
Checked

Dear Sir:

Rebulet to St. Louis dated November 17, 1949.

There is being returned herewith the list of Security Index Subjects for the St. Louis Office. This list has been reviewed in accordance with instructions in referenced letter.

There is enclosed herewith memoranda and forms FD 122 in explanation of any discrepancies found in the list.

Very truly yours,

*74 changed to 48-2*  
Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: November 25, 1949

FROM: SAC, San Juan

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

SUBJECT: SECURITY INDEX

Reference Bulet dated November 17, 1949, attached to which is the Bureau's list of Security Index card subjects as of October 31, 1949.

This list has been checked against the San Juan Security Index and changes have been made as instructed. The list is enclosed herewith.

Also attached are Form FD-122s which are for changes which should be made on the Bureau's list. Enclosed also is a notation regarding a recent cancellation and two additions.

ANN:HH

Enclosures

75 changed

12-2

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 11-23-49

REGISTERED MAIL

FROM : SAC, DALLAS

SUBJECT: SECURITY INDEX

list

checked

ReBulet dated 11-17-49.

There is being returned herewith the complete list of Security Index card subjects of the Dallas Office as reflected by the Bureau's IEM statistics as of 10-31-49.

Memoranda correcting any discrepancies on this list are attached hereto in accordance with Bureau instructions.



76 changed to 27-2

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, Louisville  
SUBJECT: SECURITY INDEX

DATE: November 28, 1949

*just**checked*

Rebulet November 17, 1949.

Transmitted herewith is the list of Security Index subjects of this office furnished with referenced letter together with the following attachments:

Office Memorandum • UNITED STATES GOVERNMENT

77 changed to 38-3

TO : Director, FBI - AMSD

DATE: November 25, 1949

FROM : SAC, Phoenix

SUBJECT: SECURITY INDEX

*list*

40525

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

*Heckard*

Rebulet dated 11/17/49.

Attached hereto is the list of Security Index Card subjects which was forwarded to Phoenix by Bureau in referenced letter.

Also attached hereto are forms FD 122 and memoranda reflecting changes.



Office Memorandum • <sup>78 changed to 52-2</sup> UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI  
FROM : SAC, SPRINGFIELD  
SUBJECT: SECURITY INDEX

DATE: NOVEMBER 25, 1949

REGISTERED MAIL 93295  
RETURN RECEIPT REQUESTED

Rebulet November 17, 1949.

As per Bureau instructions there are attached hereto copies of Form FD-122 reflecting various corrections, together with a write-up in the case entitled, "~~REDACTED~~ Security Matter - C," Bufile ~~REDACTED~~, Security Index File 100-6312.

*Checked*

79 changed 35-2

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, F.B.I.

DATE: November 23, 1949

FROM : SAC, OKLAHOMA CITY

SUBJECT: SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

Rebulet dated November 18, 1949.

There is attached hereto a list captioned, "Security Index Subjects," which was forwarded to this Office with referenced letter. This list was found to be accurate in all respects except for those instances noted.

It was found that the Security Index Card on subject [REDACTED] has recently been cancelled. It was also noted that a Security Index Card has been prepared for [REDACTED] with aliases, and her name appears on a supplemental list which is being attached hereto.

The only other discrepancies noted were that the birth dates listed for [REDACTED] and [REDACTED] were inaccurate and Forms FD-122 have been prepared and are attached hereto for these two subjects in order that the Bureau's records will be accurate.

80 changed to

18-2

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, Honolulu  
SUBJECT: SECURITY INDEX

DATE: 11/28/49

Relative to the designation of COMSAB subjects in the Honolulu Division, your attention is directed to Honolulu letter to the Bureau dated June 9, 1949 captioned "COMMUNIST SABOTAGE AGENTS - C & R." Referenced letter advised that this division was no longer considering any of its subjects in the COMSAB category.

Accordingly, the Bureau's listing should change the following subjects from COMSAB to DETCOM:

In conformance with instructions, there are herewith forwarded the changes on the above set out subjects on Form FD-122 citing each subject as being in the DETCOM classification only.

81 changed to 7-2

Office Memorandum : UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: November 26, 1949

*B*  
FROM : SAC, Butte

SUBJECT: SECURITY INDEX

*List*

*Checked*

Rebulet dated November 17, 1949, which forwarded a complete list of Security Index card subjects in the Butte Office as maintained in Bureau files.

This letter has been checked against the Security Index as maintained in the Butte Office. Memoranda of correction have been made out and are attached to the said list which is returned to the Bureau with this letter.

As to Item (1) captioned "The individuals listed therein:" No discrepancies were found between the list as maintained at the Bureau and the Security Index cards as maintained in the Butte Office.

As to Item (2) captioned "Data set forth concerning each individual:" Discrepancies were found as to Items (c) and (d) thereunder. As stated, these discrepancies are being corrected by memoranda attached to this letter.



Office Memo. indium • <sup>82 changed to 24-2</sup> UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI  
FROM : SAC, KNOXVILLE  
SUBJECT: SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

DATE: November 23, 1949

Reference is made to Bureau letter dated November 17, 1949.

There is being enclosed herewith a complete list of Security Index card subjects in the Knoxville Office as reported by the Bureau's IBM statistics as of October 31, 1949. The only discrepancy appearing therein has been enclosed in mail. This is attached to this list Form FD-122 covering the discrepancy in birth data for [REDACTED]. The remainder of the list agrees with the Security Index of this office in every detail.

83 changed to 34-5

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: 11-28-49

FROM : SAC, New York

SUBJECT: SECURITY INDEX

Re Bulet 11-17-49.

In view of the number of discrepancies on the list of Security Index card subjects and the time involved in the checking of the files in which the discrepancies are found, it will be impossible for this office to meet the deadline of 11-28-49.

It is expected that the results will be accumulated in approximately two weeks.



84 changed to 30-5  
Office Memorandum • UNITED STATES GOVERNMENT

DATE: November 26, 1949

TO : DIRECTOR, FBI

FROM : SAC, MILWAUKEE

SUBJECT: SECURITY INDEX

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

Reference is made to Bulet dated November 17, 1949 in the captioned matter.

There is attached herewith the complete list of security index card subjects furnished by the Bureau and also memoranda which correct any discrepancies found in the security index cards of this office.

85 changed to 33-3  
Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, New Orleans  
SUBJECT: SECURITY INDEX

DATE: November 25, 1949

REGISTERED MAIL  
RETURN RECEIPT REQUESTED

188

Rebulet 11/17/49, on captioned subject. This letter enclosed a complete list of Security Index card subjects in the New Orleans Office as reflected by the Bureau's (IBM) statistics as of October 31, 1949.

In accordance with Bureau instructions, this list has been checked against the Security Index of this office for the following items:

- (1) The individuals listed therein:
- (a) Recent cancellations: None
  - (b) Recent additions: There is attached, in accordance with the Bureau instructions, a list including the original and two copies, setting forth recent additions of this office not appearing on the list referred to above.

The additions include the following individuals:

~~REDACTED~~, New Orleans File #~~REDACTED~~  
~~REDACTED~~, New Orleans File #~~REDACTED~~  
~~REDACTED~~, New Orleans File #~~REDACTED~~  
~~REDACTED~~, New Orleans File #~~REDACTED~~

- (c) Discrepancies that do not appear to result from a recent cancellation or addition: No discrepancies.

- (2) Data set forth concerning each individual:

- (a) Sex: No discrepancies noted.
- (b) Organizational affiliation or nationalistic tendency: No discrepancies
- (c) Detcom and Comsab Tabings: No discrepancies.
- (d) Birth data: There are attached forms FD-122 for the following individu

RFC/eo  
100-00

Attachments

RECORDED - 53

DEC 15 1949

37

Reminded for signature  
will be filed in individual file

HT

COPIES DESTROYED  
875 FEB 4 1950

SECRET

The following three individuals, it has been found, have been removed from facilities of the Atomic Energy Commission:

The following two individuals were found to be still employed by the Atomic Energy Commission at Oak Ridge:

The case of [REDACTED] is still being processed and under consideration by the Atomic Energy Commission.

You will note that of the above individuals, six of them are not employed directly by the Commission, but are employed at facilities used in the Atomic Energy Program.

In connection with all of the above cases, all pertinent information available in the Bureau files has previously been furnished to the Atomic Energy Commission.